

BARTRAM SPRINGS
Community Development District

September 12, 2022

AGENDA

Bartram Springs Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.BartramSpringsCDD.com

September 6, 2022

Board of Supervisors
Bartram Springs Community Development District

Dear Board Members:

The Meeting of Bartram Springs Community Development District is scheduled for **Monday, September 12, 2022 at 8:30 a.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments (*regarding agenda items listed below*)
- III. Approval of Minutes of the August 8, 2022 Meeting
- IV. Consideration of Exterior Paint Colors for Amenity Center
- V. Consideration of Violations of Amenity Center Policies (facility rental)
- VI. Consideration of Agreement with Vesta for Fiscal Year 2023 Staffing & Services
- VII. Staff Reports
 - A. Attorney – Comcast Revenue Sharing
 - B. Engineer
 - C. District Manager
 - D. General Manager - Report

- E. Operation Manager
 - 1. Report
 - 2. Landscape Status Report
 - 3. Lake Doctors Report
 - 4. Landscape Matrix

VIII. Supervisor's Request and Audience Comments

IX. Financial Statements

- A. Balance Sheet as of July 31, 2022 and Statement of Revenue & Expenditures for the Period Ending July 31, 2022
- B. Assessment Receipt Schedule
- C. Approval of Check Register

X. Action Items for Follow-Up

XI. Next Scheduled Meeting – October 10, 2022 at 6:00 p.m. @ Bartram Springs Club Amenity Center

XII. Adjournment

THIRD ORDER OF BUSINESS

MINUTES OF MEETING
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, August 8, 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
James Chipman	Supervisor
Stephanie McKinney	Supervisor by telephone
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	General Manager
Winslow Wheeler	Operations Manager
Dan Fagen	Vesta Property Services
Billy Genovese	VerdeGo Landscape
David Landshoot	VerdeGo Landcape

The following is a summary of the actions taken at the August 8, 2022 meeting.

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 July 11, 2022 Meeting

On MOTION by Mr. Colcord seconded by Ms. Young with all in favor the minutes of the July 11, 2022 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Landscape Maintenance Update

Mr. Wheeler gave an overview of the landscape maintenance report.

Mr. Genovese updated the board on personnel changes that will improve performance.

FIFTH ORDER OF BUSINESS

Consideration of Vesta Proposal for Fiscal Year 2023 Staffing & Services

Mr. Fagen reviewed the proposal for fiscal year 2023 with the same staffing levels as in fiscal year 2022.

On MOTION by Mr. Chipman seconded by Mr. Colcord with all in favor the proposal for fiscal year 2023 staffing and services in the amount of \$523,843.00 was approved and district counsel was authorized to prepare an agreement for these services.

SIXTH ORDER OF BUSINESS

Consideration of Agreements

A. Ibis Painting

Mr. Oliver stated you considered a proposal at a previous meeting and district counsel has prepared an agreement for that.

On MOTION by Mr. Colcord seconded by Ms. Young with all in favor the agreement with Ibis Painting in the total amount of \$90,124 was approved.

B. Atlantic Coast High School

Mr. Oliver stated in your agenda packet is an agreement with the Duval County School Board. Wes and staff have been working to find a responsible party to execute the agreement on behalf of the swim team, so the CDD is properly indemnified and we a responsible party to hold liable, if necessary.

On MOTION by Mr. Colcord seconded by Mr. Chipman with all in favor the license agreement with Atlantic Coast High School for swim team use of the competition pool was approved.

SEVENTH 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 – Discussion of Fiscal Year 2023 Meeting Schedule

On MOTION by Mr. Colcord seconded by Mr. Chipman with all in favor the fiscal year 2023 meeting schedule reflecting meetings on the second Monday of the month was approved.

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 updated the board on the progress of the dock renovation.

2. Lake Doctors Report

A copy of the Lake Doctors Report was included in the agenda package.

3. Update on Pier Restoration

Mr. Wheeler updated the board on the pier restoration.

4. Proposal from VerdeGo for Plant Removal and Mulch

This item tabled.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Colcord stated the contractor doing the boring left a big mound at the entrance; make sure they get that cleaned up and resodded if need be. Remove the bike racks at the JEA site on Green Pond and find a new home for them.

Mr. Chipman stated school is about to start and VerdeGo needs to schedule accordingly.

A resident stated children are not allowed in the pool when water aerobics and swim lessons are going on. The agenda packet was not on the website. The flex space is not being properly cleaned.

Mr. Oliver stated I apologize for the agenda package not being on the website and I will have the problem addressed.

NINTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of June 30, 2022 and Statement of Revenues and Expenses for the Period Ending June 30, 2022

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. Chipman with all in favor the check register was approved.

TENTH ORDER OF BUSINESS

Action Items for Follow-Up

Mr. Oliver stated I will prepare my meeting notes and circulate those to the board and staff.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 12, 2022
at 8:30 a.m. @ Bartram Springs Amenity
Center**

Mr. Oliver stated the next meeting is scheduled for September 12, 2022 at 8:30 a.m.

On MOTION by Mr. Colcord seconded by Mr. Chipman with all in favor the meeting adjourned at 9:28 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS



SW 7568
Neutral Ground

Trim

SW 7633
Taupe Tone

Accent
Body

Julie Petersen

(904) 553-7079 • julie.m.petersen@sherwin.com

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SW 7568
Neutral Ground

Trim

SW 7633
Taupe Tone

Accent
Body

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SW 7005
Pure White

Trim

SW 7686
Hinoki

**Accent
Body**

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SW 7005
Pure White

Trim

SW 7686
Hinoki

Accent
Body

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SW 7005
Pure White

Trim

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Hinoki

Accent
Body

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SW 7005
Pure White

Trim

SW 7508
Tavern Taupe

Accent
Body

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SW 7005
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Trim

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SW 7005
Pure White

Trim

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SW 7044
Amazing Gray

Accent
Body

SW 7042
Shoji White

Trim

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SW 7044
Amazing Gray

Accent
Body

SW 7042
Shoji White

Trim

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Accent
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SIXTH ORDER OF BUSINESS

**AGREEMENT BETWEEN BARTRAM SPRINGS COMMUNITY DEVELOPMENT
DISTRICT AND VESTA PROPERTY SERVICES, INC., FOR FISCAL YEAR 2023
AMENITY FACILITY MANAGEMENT AND MAINTENANCE SERVICES**

This Agreement (“Agreement”) is made and entered into as of the 1st day of October, 2022, by and between:

Bartram Springs Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Duval County, Florida, whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

Vesta Property Services, Inc., a Florida corporation with offices located at 245 Riverside Avenue, Suite 300, Jacksonville, Florida 32204 (“Contractor” and, together with the District, the “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, the District has constructed a recreation center that includes a swimming pool, a fitness room, and other recreation facilities (collectively, “Amenity Center”); and

WHEREAS, the District intends to provide for the operation and/or maintenance of the Amenity Center; and

WHEREAS, Contractor has a background in the management and maintenance of recreation facilities and is willing to provide such management and maintenance services to the District in accordance with this Agreement; and

WHEREAS, the District desires to enter into a contractual relationship with Contractor to manage and maintain the Amenity Center, and to provide other services as described in this Agreement and included in the Scope of Services attached hereto as **Exhibit A** and incorporated herein by reference (collectively, “Services”).

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated as a material part of this Agreement.

2. ENGAGEMENT OF SERVICES. The District agrees to engage Contractor to provide the Services. This Agreement grants to Contractor the right to enter and use the Amenity Center, and other District-owned property, for the purposes and uses described in this Agreement, and

Contractor hereby agrees to comply with all applicable laws, rules, and regulations while performing its obligations under this Agreement.

3. SCOPE OF SERVICES.

A. Management Services. Contractor shall provide Management Services in accordance with Exhibit A. In order to provide these services, Contractor shall provide a full time General Manager, a full time Field Operations Manager and full time Amenity Manager, as further described in Exhibit A.

B. Staffing. Contractor shall provide the following onsite staffing:

i. **Gym Monitoring Services.** Contractor shall provide gym monitoring services in accordance with Exhibit A.

ii. **Lifeguards.** Contractor shall provide lifeguard staff and services at the pool facilities in accordance with Exhibit A.

iii. **Pool Monitoring Services.** Contractor shall provide gym monitoring services in accordance with Exhibit A.

iv. **Facility Attendant Services.** Contractor shall provide facility attendant services in accordance with Exhibit A.

v. **Swimming Pool Maintenance Services.** Contractor shall provide pool maintenance services in accordance with Exhibit A.

vi. **Facility and Common Grounds Maintenance Services.** Contractor shall provide general facility maintenance and common grounds maintenance in accordance with Exhibit A.

vii. **Janitorial Services.** Contractor shall provide janitorial services in accordance with Exhibit A.

4. COMPENSATION. Contractor shall be compensated for providing the Services described in Section 3 of this Agreement as set forth in Exhibit A in an amount not to exceed Five Hundred Twenty-Three Thousand Eight Hundred Forty-Three Dollars (\$523,843.00). Contractor shall invoice the District monthly for its services. Contractor shall provide, upon request, copies of employee time cards documenting the total hours worked. The District shall pay invoices within thirty (30) days of receipt.

5. GENERAL PROVISIONS.

A. Contractor is an independent contractor. Contractor shall have sole authority as an independent contractor in dealing with its employees and shall be solely responsible for all necessary insurance payments (including workers'

compensation, as required by Florida law), payroll taxes and other deductions, and the provision of various benefits to its staff.

B. Contractor shall promptly respond to any and all emergencies or problems related to the Amenity Center and shall report to the District all known problems related to the Amenity Center.

C. Costs incurred by Contractor due to emergencies or at the written direction of the District shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accordance with receipts for such costs provided to the District by Contractor.

D. Contractor shall provide, at no additional cost to the District, company uniforms to all personnel providing the Services.

E. Residents shall pay \$18.00 per hour for temporary staffing services, such as after-hours private birthday parties and private facility rentals, due prior to the commencement of such services.

F. To the extent that any other terms provided in Exhibit A conflict with the terms of this Agreement, the terms of this Agreement shall control.

6. SHARING OF REVENUES. Recreation, sports and other programs as described in Exhibit A shall be reasonably priced, with the objective of maximizing patron participation. The participants of these programs shall be charged directly by Contractor for such services, with ten percent (10%) of all program revenues remitted to the District. For purposes of this Agreement, Contractor shall be deemed to “offer personalized instruction” if such instruction is provided directly by Contractor staff or by a third-party provider identified by Contractor and approved by the District’s Board of Supervisors (“Board”) in accordance with District rules and policies.

7. CARE OF THE PROPERTY. Contractor shall use all due care to protect the property of the District, its patrons, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor agrees to repair any damage resulting from the Services within twenty-four (24) hours. Any such repairs shall be at Contractor’s sole expense, unless otherwise agreed, in writing, by the District.

8. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In providing the Services, Contractor shall use approved and effective chemicals and cleaning agents in strict compliance with state and federal environmental guidelines. Further, Contractor shall take any action necessary to promptly comply with any and all orders or requirements affecting the Amenity Center placed thereon by any governmental authority having jurisdiction. However, Contractor shall not take any action under this paragraph if the District is contesting or has affirmed its intention to contest any such order or requirement. Contractor shall promptly and in no event within more than seventy-two (72) hours notify the District in writing of all such orders or requirements.

9. INVESTIGATION AND REPORT OF ACCIDENTS/CLAIMS. Contractor shall promptly and in no event within more than seventy-two (72) hours provide a written report as to all accidents, injuries or claims for damage relating to the Amenity Center or related to the Services, including any damage or destruction of property, and shall cooperate and make any and all reports required by any insurance company, law enforcement agency or the District in connection therewith, unless the Board expressly directs Contractor otherwise, in writing.

10. TERMINATION. The District shall have the right to terminate this Agreement at any time upon written notice due to Contractor's failure to perform in accordance with the terms of this Agreement, or upon thirty (30) days' written notice without cause. The District shall have the right to elect to terminate only sections 3(B)(i) and 3(B)(iv) regarding Gym Monitoring Services and Janitorial Services (with all other sections of this Agreement remaining intact) at any time upon thirty (30) days' written notice. Contractor shall have the right to terminate this Agreement upon sixty (60) days' written notice to the District stating a failure of the District to perform in accordance with the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. In the event either party terminates this Agreement, Contractor agrees to accept the balance due and owing to it at the effective date of termination for the work performed up to that date. Upon termination, the Parties shall account to each other with respect to all matters outstanding as of the date of termination.

11. INSURANCE.

A. Contractor shall maintain throughout the term of this Agreement the following insurance:

(i) Workers' Compensation Insurance in accordance with the laws of the State of Florida.

(ii) Commercial General Liability Insurance with limits of \$1,000,000 (one million dollars) applicable to bodily injury, sickness, or death in any one occurrence and \$1,000,000 (one million dollars) for loss or damage to property in any one occurrence.

(iii) Employer's Liability Coverage with limits of \$250,000 (two hundred fifty thousand dollars).

(iv) Professional Liability Insurance with limits of \$1,000,000 (one million dollars).

B. The District and its staff, consultants, and supervisors shall be listed as certificate holders and additional insured parties on each such policy, and no policy may be canceled during the term of this Agreement without at least thirty (30) days' written notice to the District. Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement.

12. INDEMNIFICATION.

A. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless of whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District, all as actually incurred.

13. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

14. ENFORCEMENT OF AGREEMENT. In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

15. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the Parties hereto relating to the subject matter of this Agreement.

16. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties hereto.

17. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both Parties hereto, both Parties have complied with all the requirements of law, and both Parties have full power and authority to comply with the terms and provisions of this Agreement.

18. NOTICES. All notices, requests, consents, and other communications under this Agreement (“Notice” or “Notices”) shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the Parties, as follows:

A. If to Contractor: Vesta Property Services, Inc.
245 Riverside Avenue, Suite 300
Jacksonville, Florida 32204
Attn: Dan Fagen

B. If to District: Bartram Springs Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days’ written notice to the Parties and addressees set forth herein.

19. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto, and no right or cause of action shall accrue upon or by reason of or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation or other entity other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

20. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be void.

21. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The Parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Duval County, Florida.

22. EFFECTIVE DATE; TERM. This Agreement shall be effective October 1, 2022, and conclude on September 30, 2023, unless terminated earlier in accordance with section 10, above.

23. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including, but not limited, to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is James Oliver ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT 1-904-940-5850, JOLIVER@GMSNF.COM, AND 475 WEST TOWN PLACE, SUITE 114, WORLD GOLF VILLAGE, ST. AUGUSTINE, FLORIDA 32092.

24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

25. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this Agreement.

26. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

27. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

28. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, *Florida Statutes*, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

29. E-VERIFY. The Contractor shall comply with and perform all provisions of Section 448.095, *Florida Statutes*. Accordingly, as a condition precedent to entering into this Agreement, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor has registered with and uses the E-Verify system and does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request. Any party may terminate this Agreement or any subcontract hereunder if there is a good faith belief on the part of the terminating party that a contracting party has knowingly violated Section 448.09(1), *Florida Statutes*. Upon such termination, Contractor shall be liable for any additional costs incurred by the District because of the termination. If the District has a good faith belief that a subcontractor has violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties execute this Agreement the day and year first written above.

ATTEST:

**BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

WITNESS:

VESTA PROPERTY SERVICES, INC.

By: _____

By: _____
Its: _____

Exhibit A: Scope of Services

Exhibit A:
Scope of Services

Bartram Springs
Community Development District
Vesta Property Services, Inc.
Amenity Management & Maintenance Services



Vesta Property Services, Inc.
245 Riverside Avenue, Suite 250
Jacksonville, Florida 32204
(904) 355-1831

Jim Oliver
District Manager
Governmental Management Services, LLC
475 West Town Place - Suite 111
St. Augustine, Florida 32092

Introduction:

Vesta Property Services, Inc., shall manage, maintain and program the Bartram Club amenity complex as well as all common grounds and district owned assets for the benefit of its residents and their guests.

This Proposal is divided into five sections: Management, Staffing, Sports/Recreation & Activities Programming, Other and Pricing.

I. MANAGEMENT

- A. A full time **General Manager** (*District line item- facility management*) shall be employed to oversee and direct all CDD matters related to on-the-ground issues. Responsibilities include:

- Provide oversight and enforcement of all District related services and contracts.
- Provide support and accountability to all on-site staff.
- Work closely with District Staff in formulating upcoming operating budgets as well as maintain close oversight of the existing budget.
- Provide oversight of all subcontractors.
- Issue monthly reporting to the Board of Supervisors. Bring relative issues to the board's attention on a timely basis outside of board meetings.
- Remain in close contact with the District Manager. Immediately report any unusual concerns that could escalate to the board or have a significant financial impact to the District.
- Work closely with District Staff as the primary point of contact for all matters related to the onsite daily operation of the district.
- Ensure all district policies are enforced consistently and professionally. Provide recommendations to the board if a suspension of privileges is warranted.
- Working closely with the Field Operations Manager and District Manager effectively manage the capital project budget.

- B. A full time **Field Operations Manager** shall provide day-to-day oversight of all District common grounds and assets by maintenance staff and maintenance related District service providers. Responsibilities include:

- Administer contract execution/compliance of all District maintenance contractors such as the landscape service provider, aquatic maintenance provider, etc.

- Create a detailed scope of work for projects requiring outside contractors. Work with and present to the board of supervisors when appropriate. Secure cost estimates and present to the appropriate decision makers.
- Provide a timely and personal response to residents regarding problems or request for service and handle them as expeditiously as possible.
- Remain aware of potential safety or security hazards within district property and respond appropriately.
- Assist in negotiating, purchasing and bidding of contracted services.
- Monitor conservation areas and oversee all work that is completed within the conservation area.
- Coordinate major repairs with the General Manager and District Manager.
- Issue a Field Operations Report at every district board meeting.
- Implement District-approved capital projects and makes recommendations for future needs
- Complete projects and repairs as able

C. A full time **Amenity Manager** (*District line item- Facility Management*) shall be employed to manage all issues related to the operation of the amenity center including staffing, policy enforcement, programs and events. Responsibilities include:

- Support and hold accountable all staff related to the operation of the office, events and aquatics.
- Ensure that a high level of customer service is provided to all residents and guests of the community.
- Provide timely communication to the community via E-Blast/Newsletter and other communication mediums.
- Ensure enforcement of all District policies by people utilizing the District's facilities.
- Design all programs, activities and special events.
- Promote upcoming programs and events via eblasts, social media and signage.
- Secure vendors and ensure payment on a timely basis.
- Process funds from patrons, vendors and District.

II. STAFFING

A. Gym Monitor

- Monitor resident and guest access.
- Enforce gym policies as needed in accordance with CDD policies.
- Conduct light cleaning as needed.
- The Staffing Schedule is as follows:

March-Sept: 9pm-11pm

Oct-Feb: 7pm-11pm

B. Lifeguards (*District Budget line item- pool attendants*)

- Prevent drowning and other injuries by maintaining continuous surveillance.
- Respond quickly to emergencies and potential hazards.
- Observe weather conditions in order to take appropriate action related to changing weather conditions that could affect the safety of pool patrons consistent with district policies.
- Report unsafe conditions and accidents to management.
- Complete daily pool task checklists that correspond with daily activities and recent or potential incidents.
- Test pool chemistry and document readings at a minimum of twice daily.
- Perform light cleaning
- Staff schedule will be based in accordance with the slide schedule, generally beginning the Friday prior to the beginning of Spring Break through the last Sunday of September.

C. Pool Monitor (*District budget line item- pool attendants*)

- Greet all patrons.
- Assist other staff in enforcing community policies, especially those related to the patron's proper use of the facility.
- Identify non-authorized individuals and take appropriate action.
- Maintain a neat and presentable deck
- Spot clean restrooms on a regular basis.
- Maintain a record of all incidents.
- Immediately address and report all safety issues

D. Facility Attendant (*District line item-facility management*)

- Greet all residents upon entering the facility.
- Issue access cards. Ensure proper paperwork is acquired for owners and tenants.
- Monitor all entrances. Ensure all individuals are residents or approved guests.
- Enforce District policies professionally and consistently.
- Complete appropriate paperwork to sign up individuals participating in events, activities and private parties. Process funds when appropriate.
- Ensure all areas that have been rented for private parties have returned the area to their original condition.
- Conduct regular walkabouts on Amenity Center grounds.
- Complete checklists and conduct light cleaning throughout the facility.
- The Staffing Schedule is as follows:

October – February: fifty-six (56) labor-hours per six (6) day-week.

○ Tuesdays - Sundays from 9 a.m. until 7 p.m.

March – April: Sixty-nine (69) labor-hours per six (6) day-week.

○ Tuesdays – Sundays from 9:00 a.m. until 9:00 p.m.

May- September: ninety-three (93) labor hours per seven (7) day-week.

- Mondays from 2:00pm until 9:00pm
- Tuesdays through Sundays from 9:00 a.m. until 9:00 p.m.

***Note:** Non-staffed holidays shall be: Thanksgiving Day, Christmas Day, and New Year's Day. Vesta will submit recommended reduced hours of operation for accompanying days such as Christmas Eve and New Year's Eve. Any additional office closures or abbreviated schedule will be requested well prior.*

E. Swimming Pool Maintenance

- Check water quality and complete appropriate form, equivalent to *DH Form 921 3/98 Swimming Pool Report*, as required by Chapter 64E-9.004(13), FAC, per site visit.
- Conduct necessary tests for proper pool chemicals as required to maintain water quality levels within requirements of Chapter 64E-9.004(d).
- Operate filtration and recirculation systems, backwashing as needed. Clean all strainers. Maintain pool at proper water level, and maintain filtration rates. Check valves for leaks, as well as other components, and maintain in proper condition.
- Manually skim, brush and vacuum pools as necessary. Maintenance shall be performed up to 5 days per week depending on the season and usage.

F. Facility and Common Grounds Maintenance (*District line item-facility maintenance*)

- Maintain a clean and safe environment by providing general maintenance and cleaning of all interior and exterior surfaces of the entire Amenity Center.
- Regularly blow off pool deck, tennis courts, walkways and high visibility areas.
- Empty and replace waste receptacles.
- Maintain playgrounds.
- Assist the Field Operations Manager in the maintenance and cleaning of all District assets and common grounds.
- Remove debris from all District common grounds.
- Maintain all pet waste stations.
- Rake and remove debris on volleyball court regularly. Maintain net, posts and boundary lines.
- Inspect condition of tennis courts, fencing and windscreens regularly and maintain as needed.
- Duties as assigned by Field Operations Manager.
- Projects as time and scope allows.

G. Janitorial Service

- Maintain the general appearance of all indoor spaces.
- Clean windows, ledges and blinds.
- Clean all bathroom surfaces which include all toilets, bases behind toilets, counters, mirrors and shower stalls. Soap dispensers shall be cleaned and filled when necessary. Paper product dispensers shall be restocked as needed.
- Dust air condition vents, furniture bases, shelves, picture frames, desks and tables.
- Clean all floors including baseboards.
- Maintain storage closets in a neat and orderly fashion

The frequency of service is as follows: September through April, four (4) days per week. May through August, five (5) days per week.

III. SPORTS/RECREATION & ACTIVITIES PROGRAMMING

Vesta shall offer a variety of sports and recreation activities to maximize the use of the District's amenity facilities. Sports activities may include youth soccer, flag football and basketball. Kids swim lessons will also be provided in addition to summer camps. Adult activities such as exercise classes and tennis lessons will also be provided. All revenue generated by Vesta sponsored activities shall include a 10% revenue share agreement. Funds will be paid to the District on a quarterly basis.

IV. OTHER

A. Uniforms:

Staff shall wear company uniforms provided by Vesta.

B. Insurance Levels:

Vesta shall carry general liability coverage of \$1,000,000, including employer's liability coverage of \$250,000.00, as well as professional liability insurance.

C. Program Revenue Sharing:

The District shall receive 10% of the revenue that Vesta generates from its programs and activities that are participant fee-based.

D. Mileage:

Mileage expenses incurred for the purposes of acquiring parts or supplies for the benefit of the community to avoid costly delivery charges shall be billable at the current IRS rate.

E. Storm preparation and recovery:

Additional hours incurred for the purposes of preparing the facility for extreme weather conditions or recovery after a storm event. Hourly billing

rate TBD.

F. Project Work:

Work provided beyond the typical daily tasks will be billed on a time and material basis. Materials will be strictly a pass thru expense and all receipts will accompany the reimbursement invoice. Hourly billing rate TBD.

V. PRICING

Facility Management:

\$185,861.00

Field Operations:

\$71,419.00

Gym Monitor

\$32,621.00

Lifeguards

\$86,125.00

Facility Maintenance:

\$56,274.00

Pool Maintenance:

\$46,209

Janitorial:

\$42,834.00

Mobile App and Website:

\$2,500

Total Annual Fee for all services: **\$523,843.00**

Terms:

- Vesta shall invoice a flat amount monthly for all services (*with the exception of Lifeguard staffing which will be invoiced as services are rendered.*)
- Invoices shall be paid net thirty (30) days upon receipt.

SEVENTH ORDER OF BUSINESS

A.



8/26/2022

Bartram Springs Community Development District
475 W Town Pl Ste 114
St Augustine, FL 32092
Attn: District Manager

Re: The Service Agreement ("Agreement") between Comcast Cable Communications Management, LLC or its franchised operating affiliate ("Comcast") and Bartram Springs Community Development District ("Customer") for Bartram Springs (the "Property"); Graduated Revenue Share Provision.

Dear District Manager:

We are writing to notify you of a modification we must make to our Agreement to comply with recent change in law. On February 15, 2022, the Federal Communications Commission ("FCC") released a Report and Order and Declaratory Ruling entitled Improving Competitive Broadband Access to Multiple Tenant Environments (the "Order"), a copy of which you can access at <https://www.fcc.gov/document/fcc-acts-increase-broadband-competition-apartment-buildings>. The Order prohibits certain service providers, including Comcast, from enforcing existing graduated or tiered revenue sharing arrangements with owners of multi-tenant environments ("MTEs"), such as the Property. This FCC prohibition goes into effect on September 26, 2022.

The FCC defines a graduated revenue sharing arrangement as one in which a provider pays an MTE owner a larger percentage of revenue as its penetration at the property increases. The revenue share provision in our Agreement constitutes a graduated revenue share arrangement prohibited by the Order. Therefore, as of September 24th, that provision is no longer enforceable. In order to comply with the Order, Comcast must cease making any graduated revenue share payments as of that date. Please note that our Agreement includes a severability clause, meaning that if a provision of our Agreement is found to be unenforceable, the validity of the remainder of the Agreement is not impacted or impaired. As a result, our Agreement remains in full force and effect other than the payment of graduated revenue share and no further action is required in response to the Order.

Although Comcast can no longer pay graduated revenue share to Customer after September 26th, Comcast is offering Customer a new, single tier revenue share option, as set forth in the attached amendment (the "Amendment"). The revenue share percentage offered in the Amendment closely reflects the revenue share compensation you have been actually receiving from Comcast. For comparison, the chart below shows the percentage of revenue you have received from Comcast over the past 4 quarters.

	DATA		VIDEO	
	Penetration	Payout %	Penetration	Payout %
1Q/22	47%	3%	30%	2%
4Q/21	46%	3%	30%	2%
3Q/21	47%	3%	30%	2%
2Q/21	48%	3%	31%	2%

If you wish to accept this offer, please promptly sign and return a copy of the Amendment to 30903 Viking Pkwy, Suite B, Westlake, OH 44145. Alternatively, you can scan a signed copy of the Amendment and return it electronically to ComcastFCCcompliance@m3cable.com. This offer is valid for 30 days from the date of this Letter and will be deemed

rescinded if you have not returned the attached Amendment executed by an authorized signatory within that 30 day period.

Comcast looks forward to continuing to provide our services to residents of the Property in accordance with the remaining provisions of the Agreement. If you have any questions, please call us at 844-963-0296 between the hours of 8AM – 8PM EST Monday - Friday. Thank you for your prompt attention to this matter.

Sincerely,

Michael Slovin
Vice President, Field Sales

XFINITY COMMUNITIES

Revenue Share Amendment

Defined Terms

Customer	Bartram Springs Community Development District
Company	Comcast Cable Communications Management, LLC or its franchised affiliate
Property Name	Bartram Springs
Agreement Effective Date	July 1, 2016
Revenue Share Amendment Effective Date	September 26, 2022

Amendment

As of the Revenue Share Amendment Effective Date, Customer and Company agree to amend the service agreement entered into by the parties on the Agreement Effective Date (the "Agreement") as follows:

1. The Marketing Support Compensation Schedule(s) or any other schedules that tie revenue to penetration levels in the Agreement are deleted in their entirety and replaced with the following:

Provided that Customer has completed and submitted an accurate W-9 to Company ("W-9"), Company shall pay to Customer:

2% of TV Service Revenue

3% of Internet Service Revenue

Customer hereby acknowledges that Customer is not owed the Marketing Support Fee unless and until Customer provides an accurate W-9 to Company and during any period the W-9 is not accurate.

2. The term "Penetration" and/or any reference to penetration levels in the Agreement is hereby deleted.

3. Except as specifically modified hereby, the Agreement remains in full force and effect in accordance with its terms.

The parties hereto have caused this Amendment to be executed by their duly authorized representatives as of the last date below.

Customer

Company

By: **X** _____
(Signature-Required)

By:

Name: _____
(Required)

Name: Michael Slovin

Title: _____
(Required)

Title: Vice President Field Sales

Date: _____
(Required)

Date:

FAQs

What is the FCC Order and where do I learn more?

On February 15, 2022, the FCC issued an Order and Declaratory Ruling titled “Improving Broadband Access to Multiple Tenant Environments” (the “Order”). You learn more by visiting this link:

<https://www.fcc.gov/document/fcc-acts-increase-broadband-competition-apartment-buildings>

Why is my contract with Comcast being impacted?

The Order applies to certain telecommunications carriers and cable operators, including Comcast, and their agreements with owners of multiple tenant environments (“MTEs”). The Order prohibits Comcast from entering into or enforcing graduated revenue share provisions in its agreements. The revenue sharing provision in our agreement is graduated. Therefore, when this piece of the Order goes into effect on September 24, 2022, Comcast is prohibited from continuing to pay you graduated revenue share under our agreement.

When do these changes go into effect?

The portion of the Order impacting graduated revenue share provisions in existing agreements goes into effect on September 24, 2022.

Due to the Order, can I terminate my agreement with Comcast?

No. Although Comcast is prohibited from paying graduated revenue share, the remaining terms of our contract remain in full force and effect in accordance with the terms of our agreement.

Will the Order impact the services I receive?

No. The services Comcast provides to you and your residents will not change as a result of the Order.

Does the Order impact other broadband providers or MTE owners?

Yes. The Order applies to certain other telecommunications providers and cable operators and the agreements they enter into with owners of MTEs.

Why did the FCC issue the Order?

The FCC issued the Order to expand competitive choice of broadband services for residents and tenants of MTEs. For more details, see the link to the Order above.

Who can I speak with if I have further questions?

Please direct all questions to 1-844-963-0296

Toll Free Number Operator House: 8AM – 8PM EST

D.



General Manager's Report

Date of report: 9-6-2022

Submitted by: Sue O'Lear

GENERAL MANAGER UPDATE

Supervisors,

While it may seem that September quiets down around the Amenity Center, Winslow and I are actually pulling out our list of offseason projects and ramping up for all we plan to accomplish before next season. Included in my report will be resident opinions on paint selections, which will be the most high-profile, but many smaller improvements will be made along with that to give a bright fresh look to the neighborhood, and just in time for Holiday decorations! Also, Stephanie and I have had several post-season wrap up discussions with Summer Camp and Aquatics staff (though Lifeguard season technically isn't over until the end of September). Looking forward to fall and a 'different' kind of busy.

PAINT COLOR SELECTION – Board Action Needed

After meeting with the Sherwin Williams Color Consultant, Winslow had renderings printed and coordinated to have paint samples painted on 2 exterior areas; we invited residents to come view everything and write down their opinions on a notecard ahead of the board's vote on the issue, or to send me an email. Several just left a number, some left comments and a number, and some left comments or suggestions for colors not being offered. As of September 6, 155 left note cards, the rest were via email.

Option ONE (Tavern Taupe): 23

- #1 is amazing
- #1 😊

Option TWO (Taupe Tone): 42

- Just painted my house this color, looks awesome
- Really love #1 and #2! Great Colors!
- #2 is my favorite. Great choice.
- I like either #1 or #2, the darker colors allow the accent colors to pop more.

Option THREE (Amazing Gray):59

- LOVE the gray
- Gray please
- #3 is great, can't wait to see it!
- #3 is timeless
- #3 <3

- DEFINITELY #3

Option FOUR (Hinoki): 40

- DEFINITELY #4
- BEST Color
- All the other colors are too plain
- Neutral and pleasant

Other: 18

- Colors look dated and heavy
- Need brighter colors
- Hold the vote til better options
- Coastal colors bring so much life to clubhouse
- Colors are outdated
- Coastal colors more like other newer communities
- Use a professional to choose
- No Tan or Gray
- No yellow
- Blue or Green
- No Blue or Green, our community isn't modern. We are not a coastal community.
- No Blue or gray, beiges and tans are coming back

NEW CLASS UPDATE – No Board Action Needed



This new class is completely full with Bartram Springs young people, and received public praise on Facebook for being an important class and for being taught by an incredible instructor. We are happy to be offering the class!

ATHLETICS – No Board Action Needed

Soccer and Soccer Shots are back in full swing. Basketball registration is ongoing.

E.

1.

Bartram Springs

Field Operations Manager's Report

Date of report: 09/12/2022

Submitted by Winslow Wheeler

Amenity center Painting- Board Action Necessary

Please see attached Pictures for details.

Please be advised that the original proposed pricing has adjusted from \$87,124.00-\$90,124.00 for the additional ceiling in the foyer to be complete. In addition, I will have the roof cleaned prior to the painting of the amenity center the week of 10/1/2022, and cost \$795.60. in addition, please be aware that a project of this size usually requires contingencies along the path to completion. These may include small or large repairs that are found as IBIS is completing the painting. At this point if we attach a cost to the contingencies, I will speculate approximately \$ 1,000 in other costs, anything further I will communicate with the board president and Mr. Oliver and board lead representative Supervisor Stephanie McKinney.

Easement violations- No Board Action Necessary-see attached survey

During the month of August while completing regular landscape and lake verifications it was found that the property at 6042 Shadehill road is construction a pool and fence project approved by the HOA. However, the current approval for the fence is a violation of the easement legally provided and needed for the City of Jacksonville and the CDD. At this point the resident, HOA and Hardwick fence company had been informed to cease-and desist of the fence construction in place until new plans can be approved by the HOA that allow access to this lake area. This writer and the CDD President will be discussing this easement issue further to assure no other instances of the matter arise in the future.

Other projects for the off season- No board action necessary

Otherwise in the off season there are a number of projects but the most visual will be the instillation of new rubber mulch, the parking lot lines will be repainted, Christmas lighting will be installed approximately 11/26/2022.

Completed Projects

1. Repaired entry way at recreation pool.
2. All community street sign and road markers are complete.
3. Dock construction completed.
4. Annuals installed for July.
5. All cameras repaired or replaced per proposal. Addition work was approved also.
6. Added five yards of sand for the volleyball court.
7. Repaired impeller for recreational pool
8. Repaired fountain at front entry.
9. New card system was replaced.
10. Office TV installed for the camera system
11. Repaired wall and painted in the flex room.
12. Removed all wasps' nests on pool deck and surrounding.
13. Sod all caps at Racetrack road- only one annual bed
14. Ongoing pool tile cleaning.
15. Repaired GFI at dog park aerator.
16. Exchanged military flags at dog park.
17. Repaired handrail on lap pool.
18. Community potholes, working with COJ for repairs.
19. Ongoing raking of volleyball court and dog park.
20. Repaired fence between tennis court and pool pit area.
21. GVB drains installed prior to deadline of 4/1/22.
22. Replaced gym sink.
23. Replacing entry gate to slide tower.
24. Repaired fences at dog park.
25. Repaired tennis gate.
26. Pressure washed baby pool awnings.
27. Black obsolete lights removed from pond area.
28. Repaired Gym door locks.
29. Ongoing cleaning and testing of all gutter drains for Iron.
30. New Mulch has been installed in community and both parks.
31. Placed fill dirt in soccer field.
32. Amenity ceiling lights changed in bathrooms.
33. Evaluated all sump pumps for operations.
34. Installed dirt and sod around all new park benches.
35. Cleaned all cobwebs from amenity ceilings.
36. Repaired lights as needed and reported to JEA, where necessary.
37. Monthly follow up on community street lighting.
38. Daily maintenance completed of the pools and Amenity center area.

Expected Projects

1. Mulch will be installed on 9/9.
2. Pressure wash Slide tower stairs
3. Replace red sconce lights on pool deck.
4. Repair the driver in the water slide.
5. Replace all pool coffin hinges.

6. Clear and clean up tree/ fence line between the field and school.
7. Racetrack road median project.
8. Conservation easements clean up at dog stations.
9. Conservation easements clean up at 9B.
10. Repair grout in ladies shower area.
11. Pricing new wind covers for the tennis courts.
12. Obtaining pricing for renovation of the showers in the flex room
13. Replacing lock on slide tower door.
14. Recondition amenity park play features.
15. Recondition amenity sauna benches.
16. Replace sauna timers.
17. Replacing slide tower lights and or placing new ground lights to illuminate the tower.
18. Install new fountain at rear pond.
19. Facility Painting-CIP
20. Powder coat amenity and veterans park playground sets-CIP
21. New Tennis court wind screens-CIP
22. Replace flex room showers-CIP
23. New Tennis court wind screens



LANDSCAPE STATUS REPORT

REPORT SUMMARY

REPORT DATE	PROPERTY NAME	PREPARED BY	MONTH OF SERVICE
9/1/22	Bartram Springs	David Landschoot	August

SERVICE SUMMARY

COMPLETED IN AUGUST

- Full-Service maintenance (Mowing/Edging/String Trimming/Blowing)
- Detail Work (Weeding/Spraying/Pruning)
- Weeds pulled Entry beds on walls out front

- Weeds pulled in Annual beds
- Natural bed between soccer field and road sprayed for weeds
- Sprayed crack weeds at amenity center and around club house with a pre-emergent
- Hedges at amenity center trimmed
- Weed Pulled inside pool and clubhouse beds
- Main line repairs and irrigation repairs BSP
- Weeds and vines along berms treated and removed
- Pins straw installed on Berms

ANTICIPATED FOR NEXT MONTH

- Continued Detail Work (Spraying of landscape bed weeds/Trimming/Weeding of beds)
- Full-Service maintenance (Mowing/Edging/String Trimming/Blowing)
- Lifting of tree canopies in pedestrian walkways and near amenity
- Spraying of Herbicide to target weed pressure on roadways and Landscaped beds
- Trimming hedges at clubhouse and along Bartram Springs Parkway
- Spraying of Berms for weeds and cutting back struggling hedges

Comments

Weeds: With the amount of precipitation, we have been receiving daily it is causing a large number of weeds to grow throughout the property. We are actively spraying and hand pulling to fight the increasing amounts of weeds to ensure properties overall appearance

TURF We are working to target and spot treat weeds in turf throughout the property

PLANT BEDS Sprayed for weeds in landscape bed and grass beds to control Torpedo grass and other Broadleaf weeds. (Selective Herbicides applied)

TREES & SHRUBS Continued work on lifting of canopies in pedestrian walkways and near structures for clearance. Trimming of shrubs and hedgerows. Spraying hedges with growth regulator to prolong time in between trimming

LAKE DOCTORS UPDATE- please see attached

- Routine monthly treatments continue, with temperatures expected to increase algae and vegetation growth should begin to increase. We will adhere to our regimented treatment schedule and Lake Doctors has been available to respond quickly to any problems.
- Actions include methodical and appropriate treatments to control aquatic weeds and algae. There have been few challenges this spring/summer. Water has been clear overall,

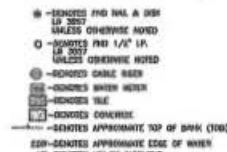
and the brim, bass and turtles are observed. Normal Vegetation. The Techs report that they are not having problems regarding access or issues requiring CDD assistance.

- In addition, due to the abnormal amount of weed growth on the entry fountains, Lake doctor mentions they will spray those grasses and weeds monthly until the seasons change. They are doing this at no extra cost.
- Lake doctors was incredibly supportive and comprehensive in attending to and cleaning up the “fish kill” last month. Many thanks and appreciation for their help.

Should you have any comments or questions feel free to contact me directly.



AS RECORDED IN PLAT BOOK 58 PAGES 68-82 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLA.
CERTIFIED TO: (JANITH MITR)



NOTE:
B.R.L.'S ARE PROVIDED BY CLIENT
AT THE TIME OF INITIAL SURVEY

INVESTIGATING AGENCY/REPORTING UNIT AGENCY

THE LAND SURVEYING BOARD IS THE STATE'S LAND SURVEYING BOARD. IT IS THE
 ON THE FOLLOWING MAPS: MAP NO. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823,

2.



LANDSCAPE STATUS REPORT

REPORT SUMMARY

REPORT DATE	PROPERTY NAME	PREPARED BY	MONTH OF SERVICE
9/1/22	Bartram Springs	David Landschoot	August

SERVICE SUMMARY

COMPLETED IN AUGUST

- Full-Service maintenance (Mowing/Edging/String Trimming/Blowing)
- Detail Work (Weeding/Spraying/Pruning)
- Weeds pulled Entry beds on walls out front
- Weeds pulled in Annual beds
- Natural bed between soccer field and road sprayed for weeds
- Sprayed crack weeds at amenity center and around club house with a pre-emergent
- Hedges at amenity center trimmed
- Weed Pulled inside pool and clubhouse beds
- Main line repairs and irrigation repairs BSP
- Weeds and vines along berms treated and removed
- Pins straw installed on Berms

ANTICIPATED FOR NEXT MONTH

- Continued Detail Work (Spraying of landscape bed weeds/Trimming/Weeding of beds)
- Full-Service maintenance (Mowing/Edging/String Trimming/Blowing)
- Lifting of tree canopies in pedestrian walkways and near amenity
- Spraying of Herbicide to target weed pressure on roadways and Landscaped beds
- Trimming hedges at clubhouse and along Bartram Springs Parkway
- Spraying of Berms for weeds and cutting back struggling hedges

Comments

Weeds: With the amount of precipitation we have been receiving daily it is causing a large amount of weeds to grow throughout the property. We are actively spraying and hand pulling to fight the increasing amounts of weeds to ensure properties overall appearance

TURF We are working to target and spot treat weeds in turf throughout the property

PLANT BEDS Sprayed for weeds in landscape bed and grass beds to control Torpedo grass and other Broadleaf weeds. (Selective Herbicides applied)

TREES & SHRUBS Continued work on lifting of canopies in pedestrian walkways and near structures for clearance. Trimming of shrubs and hedgerows. Spraying hedges with growth regulator to prolong time in between trimming

3.



Corporate Headquarters: 4651 Salisbury Rd: Suite No. 155: Jacksonville, FL.,

Service Branch Location: 11621 Columbia Park Dr W

Work Order Number

1690943

Account Number

709275

Services Were Completed On:

8/11/2022

Services Performed for:

BARTRAM SPRINGS CDD
Winslow Wheeler
14530 Cherry Lake Drive East, Jacksonville, FL
Jacksonville, FL 32258

Billing Address:

BARTRAM SPRINGS CDD
Winslow Wheeler
14530 Cherry Lake Drive East
Jacksonville, FL 32258

Environmental Conditions:

Sky
Overcast

Wind
1.01

Temperature
88.59

Wind
South

Humidity:
67.0000

Below you will find a detail breakdown of the service(s) we provided.

Invoice Notes

Ponds were treated as follows:

02: Emergent, Terrestrial
03: Emergent, Terrestrial
04: Inspection
15: Algae, Emergent, Terrestrial
16: Algae
17: Inspection
18: Inspection
19: Algae
20: Algae
21: Inspection
22: Inspection
23: Algae
24: Algae, Underwater, Emergent, Terrestrial
25: Algae, Emergent, Terrestrial
26: Emergent, Terrestrial

Services Provided During This Visit

Treated for Algae, Inspected Ponds, Inspected OutFall Area, Pond Dye Added, Treated waterbody for Algae and Invasive Aquatic V

Observations

Thank you

Technician Signature

Customer Signature (when required)

Jesse Mason

4.

Contracted Item Description		June				Comments	July					Comments	8/1-8/7
		5/30-6/6	6/6-6/13	6/13-6/19	6/20-6/26		6/27-7/3	7/4-7/10	7/11-7/17 ACTION PLAN	7/18-7/24	7/25-7/31		
Reporting & Schedule of Services													
	The Contractor will notify the district representative whenever the crew has performed a service. This notification will be accomplished by the completion of a Customer Visitation Record. All Visitation Records shall be submitted monthly to the designated district	4	4	4	4		5	5	5	5	5	consistently good	5
	The contractor will be on site per seasonal requirements (weekly or bi weeklky) to complete the scope of work. Contractor will endeavor to complete all work by Friday of each week. Contractor shall be on site as required year round. A knowledgeable supervisor is required to be present during every maintenance visit. Contractor shall understand no company vehicles shall be parked in the in any other area that may block traffic or lines of sight for vehicular traffic. Contractor service vehicles must be indicated by company logo, licensed and tagged.	5	5	5	5		5	5	5	5	5	consistently good	5
	Ground maintenance supervisor and a representative of the District will inspect the entire property subject to this agreement once per month.	5	5	5	5		5	5	5	5	5	consistently good	5
	A qualified representative from the Contractor's firm shall accompany the District representative on monthly quality inspections. Any deficiencies within the scope of service shall be corrected with 7 days of each inspection.	3	3	3	3		5	5	5	5	5	consistently good	5
	A written report shall be completed monthly outlining the anticipated work schedule for the following month. This report shall indicate fertilization and pest control schedules, irrigation run schedules as well as special projects needing attention.	4	3	3	3		5	5	5	5	5	consistently good	5
	<ul style="list-style-type: none"> Area #3: (Ponds) I time (bi-weekly) every fourteen (14) calendar days during the growing season and once a month during the dormant season. The growing season shall be defined to include the months of April I through October 31. The dormant season shall include the months of November I through March 31. Each mowing shall be completed for the entire contract area within four (4) days after commencement of that mowing. (For a total of 21 cuts). 	4	4	4	4		4	4	4	4	4	consistently good	4
	<ul style="list-style-type: none"> Area #4 (Drainage Easements) These (4) four areas indicated on the maintenance map shall be mowed from the resident property line to the bottom of the berm and/or fence. The mowing frequency will be determined by owner/district representatives. This service shall be accomplished with a bush hog or rotary mower. 	4	4	4	4		4	4	4	4	4	consistently good	4
	Trimming around obstacles will be performed at every mowing cycle. Care shall be taken so as not to damage fence posts, signs, up lights, light poles or any other property. Contractor shall be responsible for repairs to all surfaces in the event of damage by trimmers, mowers and weed eaters.	4	4	4	4		4	4	4	5	5	consistently good	4

Shrub and Tree Management	<p>Shrubs, vines and ornamental trees shall be pruned to maintain their desired natural shape, and to maintain appropriate distances between pedestrian and vehicle areas. Trees shall be pruned when dormant, or as recommended by the University of Florida agriculture standards.</p> <p>Palm trees shall be trimmed twice yearly. Areas overhanging sidewalks shall be clear of vegetation or obstruction to a height of 12 feet. 2.Areas overhanging roadways shall be clear of vegetation or obstruction to a height of 14.5 feet. 3. Areas in the Median shall be clear of vegetation or obstruction to a height of 8 feet. Pruning shall include removal of dead wood and up limbing of multi-stem tree wherever irrigation is blocked. Bike paths shall be kept clear of overhanging vegetation. Crape Myrtle pruning shall take place in March and shall include removal of dead wood and sucker growth.</p>	4	3	3	3		3	3	3	3	3	more consistent	3
	Vegetation along roadway right of ways shall be pruned back in the spring and maintained as needed to keep vegetation from encroaching turf areas.Shrubs and turf area in front of school site shall be included in trimming and mowing cycles.	3	4	3	3		3	3	3	3	4	more consistent	4
	Plant beds, natural areas and hard-scape shall be kept free of noxious weed growth by utilizing chemical and or mechanical means. Post and Pre-emergent herbicides can be used to control weeds. Care shall be exercised so as not to damage plants or turf areas. Any herbicide over spray causing damage shall be repaired at Contractors' expense.	3	3	2	2		2	3	3	3	3	more consistent	3
	All hardscape areas will be blown clean following all maintenance operations. Care will be taken not to blow debris into storm drains and pool areas. Curbs and storm gutters will be kept free of dirt, silt and other foreign debris.	4	4	4	4		4	4	4	4	4	consistently good	4
	Policing of grounds will be performed prior to each mowing service. Trash will be bagged and removed from the property each visit. Random signage shall also be removed from common property. This includes but is not limited to realtor, yard sale and for rent signage. A monthly trash pick-up shall be done in all areas abutting common property. This includes the wood line adjacent to each common parcel.	3	3	3	3		3	3	3	3	4	more consistent	3
	Shrubs and trees shall be fertilized twice yearly with a balanced slow release nitrogen source. Additional micronutrients and added manganese will be applied to palms and magnolias. Plants needing additional fertilizers and/or minor elements shall be treated as necessary. Applications will be made using the following schedules: Round 1 March, Round 2 Sept	3	3	3	3		3	3	3	3	3	Consistent	3
	Pruning shall include removal of dead wood and up limbing of multi-stem tree wherever irrigation is blocked. Bike paths shall be kept clear of overhanging vegetation. Crape Myrtle pruning shall take place in March and shall include removal of dead wood and sucker growth.	3	3	3	3		3	3	3	3	3	more consistent	3
	All evergreen trees shall be pruned in the early summer and fall to ensure proper growth and proper head shape.	3	3	3	3		3	3	3	3	3	consistently good	3
	Sucker growth at the base of all trees shall be removed by hand continuously throughout the year. Aesthetic pruning shall consist of the removal of dead and/or broken branches as often as necessary to have trees appear neat at all times.	4	3	3	3		4	4	4	4	4	consistently good	4

Turf, S	Branches and limbs shall be kept off buildings, including roofs, sign wall structures, and pruned over sidewalks and parking lots so as not to interfere with pedestrians or cars. (This is to include maintaining a minimum of six to eight (6-8) feet of clearance under all limbs over sidewalks and ten to twelve (10-12) feet clearance above all driveways and ROW's depending on location and species of tree.) Hedges, shrubs and ground covers are to be maintained twelve to eighteen (12-18) inches away from buildings, fences and other structures.	4	3	3	3		3	4	3	3	3	3	more consistent	3
	Veterans Park Aerification and Overseeding: Cost for Aerification and clean up Bermuda Sports Fields. Overseeding both Bermuda Sports Field at a rate of 8 pounds of Rye Seed per 1000sqft.													
Weeds & Grasses	All groundcover and turf areas shall be kept reasonably free of weeds and grasses and be neatly cultivated and maintained in an orderly fashion at all times. (pg 17) Ground covers may grow to approximately three to four (3-4) inches in height. Foliage free space is to be maintained between all ground covers and other plants, plant beds, trees, walls or other unintended areas.	3	3	3	3		3	3	3	4	4		Consistent	4
	All shrub and bed areas shall be maintained each mowing service by removing all trash and other undesirable material and debris to keep the area neat and tidy. All ornamental beds, hedge areas and tree rings shall be kept weed (and sod) free throughout the year. This is to be accomplished through hand pulling or the careful application of a pre-emergent herbicide.	3	3	3	3		3	3	3	4	4		more consistent	3
	All fence lines shall be kept clear of weeds, undesirable vines and overhanging limb	4	3	3	3		3	3	3	3	4		consistently good	4
	All paved areas (including sidewalk expansion/contraction joints, curb and gutters and driveways) shall be kept weed and clutter free.	4	3	3	3		3	3	3	3	4		Consistent	3
Maintenance of Paved Areas	All areas (including streets, curbs and gutter and gate areas) shall be regularly policed for trash and other debris, including dead animals.	3	3	3	3		3	3	3	3	4		more consistent	3
Clean Up	At no time will Contractor leave the premises after completion of any work in any type of disarray. All clippings, trimmings, debris, dirt or any other unsightly material shall be removed promptly upon completion of work.	4	3	3	3		3	4	5	5	5		consistently good	4
	During leaf drop season, leaves and pine needles will be raked or blown from turf, plant beds, and parking lots and removed from site. Pine straw is to be maintained away from foundations of buildings. Contractor is responsible for keeping six (6) inches of the building fountain exposed at all times in all mulch beds. Turf areas are to be cleared of litter and debris before mowing begins. Plant beds will be policed for litter and debris during each property visit.	3	3	3	3		4	4	4	4	4		Consistent	4

Irrigation	Irrigation will be inspected twice monthly during the growing season (April 1- October 31) and once a month during the dormant season (November 1-March 31). Inspection will consist of a complete system evaluation. Head adjustment, minor repairs such as unclogging nozzles, raising heads and controller programming will be performed within the scope of service and without additional cost. Any repairs needed that are not covered under this inspection process will be proposed and billed separately. All billable work shall be approved by District Staff prior to work starting. Contractor must provide an on call 24-hour emergency service person that is familiar with the system. Any repairs not performed within 48 hours may be completed by outside service personnel at the discretion of the district manager and deducted from the monthly contract amount. A report outlining the findings of each inspection shall be sent with monthly billing.		3		3		3	3	2	2	3	more consistent	3
	Contractor will keep detailed irrigations reports consisting of run times and correct operation of system. A copy of these reports will be maintained by Contractor and copies delivered to the District Representative or his designee, along with the weekly report.	3	3		3		3	3	2	2	3	more consistent	3
Mulching	Contractor shall top dress all currently landscaped areas as shown on the maintenance map (landscaped beds & tree rings) with Brown Cypress Mulch or Pine Straw, depending on the landscape area, once (1x) per year during the month of April unless a different installation time is directed by the District. In doing so, Contractor shall ensure that all mulched areas are brought to a minimum depth of three (3) inches.	3	3	3	3		3	3	3	3	3	Consistent	4
	All beds, entry and common areas shall receive shredded cypress mulch or Pine Straw twice yearly. Mulch shall be utilized in all bed areas and new mulch shall be applied at a 1" depth in all existing mulch areas. Mulch shall be evenly distributed and not piled around tree trunks. Pine Straw is to be applied to all natural bed areas twice yearly. Winter- November Summer- May Contractor shall remove mulch in all beds and trees as directed in selected areas as a onetime cost in Unit Pricing. Grading and deep edging is required on all hard and soft edges of areas that mulch shall be removed. New mulch is to be applied at a 3" depth. This is to be completed prior to any new mulch installation.	3	3	3	3		3	3	3	3	3	Consistent	3
Annuals	Annuals shall be changed out in 4 cycles yearly. Color and species shall be approved by the Owner prior to installation. Additional soil amendments, fungicides and insect applications will be performed to maintain vigorous growth and color. Change out schedule is as follows: Spring - March Summer - June Fall - September Winter -December	4	4	4	3		3	3	3	3	3	Consistent	4
	Contractor will remove dead or dying annuals before the appearance of such annuals could be reasonably described as an eyesore. If the beds are left bare prior to the next planting, Contractor will keep such beds free of weeds at all times until the next planting rotation occurs. (pg 30)	4	4	4	4		3	3	3	3	3	Consistent	4
	Total Items	30	31	29	31		31	31	31	31	31	0	31
	Total Possible Points	150	155	145	155		155	155	155	155	155	0	155
	Total Actual Points	108	105	97	102		108	111	109	112	119	0	116
	Final Grade	72%	68%	67%	66%		70%	72%	70%	72%	77%	#DIV/0!	75%

NINTH ORDER OF BUSINESS

A.

Bartram Springs

Community Development District

Unaudited Financial Reporting as of
July 31, 2022

Meeting Date
September 12, 2022

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IV.	<u>Check Register Summary 7/1/2022 - 7/31/2022</u>
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**BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
July 31, 2022**

	Major Funds		Non-Major Funds	Total
	General	Debt Service	Capital Reserve	Governmental Funds
<u>ASSETS:</u>				
CASH				
Hancock Bank	\$176,640	---	---	\$176,640
Petty Cash	\$200	---	---	\$200
Capital Reserve	---	---	\$203,675	\$203,675
INVESTMENTS				
State Board	\$7,758	---	---	\$7,758
Custody - Excess Funds	\$308,884	---	---	\$308,884
Series - 2016-1/2021				
Revenue	---	\$161,208	---	\$161,208
ELECTRIC DEPOSITS	\$720	---	---	\$720
PREPAID EXPENSES	\$200	---	---	\$200
TOTAL ASSETS	\$494,403	\$161,208	\$203,675	\$859,286
<u>LIABILITIES:</u>				
ACCOUNTS PAYABLE	\$21,192	---	\$14,569	\$35,762
FUND BALANCES:				
NONSPENDABLE	\$920	---	---	\$920
UNASSIGNED	\$472,290	---	---	\$472,290
RESTRICTED FOR DEBT SERVICE	---	\$161,208	---	\$161,208
ASSIGNED FOR CAPITAL PROJECTS	---	---	\$189,106	\$189,106
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	\$494,403	\$161,208	\$203,675	\$859,286

BARTRAM SPRINGS
Community Development District
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended July 31, 2022

DESCRIPTION	ADOPTED BUDGET	Prorated Budget Thru 07/31/22	Actual Thru 07/31/22	Variance
REVENUES:				
Maintenance Assessments	\$1,352,945	\$1,352,945	\$1,357,323	\$4,378
Facility Income	\$8,000	\$6,667	\$8,962	\$2,296
Program Sharing - ASG	\$7,000	\$7,000	\$17,283	\$10,283
Comcast Revenue Share	\$20,000	\$10,000	\$10,789	\$789
Interest/Miscellaneous Income	\$200	\$167	\$4,877	\$4,710
TOTAL REVENUES	\$1,388,145	\$1,376,778	\$1,399,234	\$22,456

EXPENDITURES:

ADMINISTRATIVE:

Supervisor Fees	\$12,000	\$10,000	\$9,600	\$400
Fica Expense	\$918	\$765	\$734	\$31
Engineering Fees	\$6,000	\$5,000	\$4,535	\$465
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Arbitrage	\$600	\$600	\$600	\$0
Attorney Fees	\$38,000	\$31,667	\$12,792	\$18,875
Trustee Fees	\$12,300	\$4,041	\$4,041	\$0
Annual Audit	\$3,250	\$3,250	\$3,250	\$0
Management Fees	\$53,645	\$44,704	\$44,704	(\$0)
Computer Time	\$1,250	\$1,042	\$1,042	\$0
Website Maintenance	\$2,340	\$1,950	\$1,950	\$0
Telephone	\$648	\$540	\$673	(\$133)
Postage	\$1,000	\$833	\$2,184	(\$1,351)
Insurance	\$55,332	\$55,332	\$52,067	\$3,265
Printing & Binding	\$1,500	\$1,250	\$2,108	(\$858)
Record Storage	\$350	\$292	\$0	\$292
Legal Advertising	\$2,900	\$2,417	\$1,564	\$853
Other Current Charges	\$1,000	\$833	\$692	\$142
Office Supplies	\$350	\$292	\$69	\$223
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE EXPENDITURES	\$198,558	\$169,981	\$147,779	\$22,202

AMENITY CENTER

Utilities:

Electric	\$65,000	\$54,167	\$52,520	\$1,647
Water/Irrigation	\$26,000	\$21,667	\$15,852	\$5,814
Cable	\$9,580	\$7,983	\$10,016	(\$2,033)
Gas	\$1,500	\$1,250	\$1,227	\$23
Trash Removal	\$9,408	\$7,840	\$7,000	\$840

Security:

Security Monitoring	\$1,000	\$833	\$540	\$293
Access Cards	\$2,200	\$1,833	\$603	\$1,230

Management Contracts:

Facility Management	\$173,493	\$144,578	\$144,578	(\$0)
Pool Attendants	\$77,174	\$64,312	\$40,263	\$24,049

BARTRAM SPRINGS

Community Development District

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

For the Period Ended July 31, 2022

DESCRIPTION	ADOPTED BUDGET	Prorated Budget Thru 07/31/22	Actual Thru 07/31/22	Variance
Field Management/Administration	\$66,934	\$55,778	\$55,778	\$0
Pool Maintenance	\$41,878	\$34,898	\$34,898	\$0
Janitorial	\$38,940	\$32,450	\$32,450	\$0
Gym Monitor	\$29,496	\$24,580	\$24,580	\$0
Facility Maintenance	\$49,844	\$41,537	\$44,569	(\$3,032)
Pool Chemicals	\$25,000	\$20,833	\$21,680	(\$846)
Mobile Application	\$3,000	\$2,500	\$2,500	\$0
Facility Maintenance - COVID	\$5,000	\$4,167	\$3,582	\$585
Repairs and Maintenance	\$64,660	\$53,883	\$70,649	(\$16,766)
Special Events	\$17,050	\$14,208	\$20,155	(\$5,947)
Holiday Decorations	\$7,500	\$6,413	\$6,413	\$0
Fitness Center Repairs/Supplies	\$9,500	\$7,917	\$6,208	\$1,709
Office Supplies	\$4,500	\$3,750	\$6,529	(\$2,779)
ASCAP/BMI Licenses	\$3,000	\$2,500	\$0	\$2,500
TOTAL AMENITY CENTER	\$731,657	\$609,878	\$602,590	\$7,288
<u>GROUNDS MAINTENANCE</u>				
Landscape Maintenance	\$182,000	\$151,667	\$148,679	\$2,987
Landscape Contingency	\$40,000	\$33,333	\$35,879	(\$2,546)
Lake Maintenance	\$20,328	\$16,940	\$16,940	\$0
Fountain Maintenance	\$1,600	\$1,333	\$869	\$464
Grounds Maintenance	\$20,000	\$16,667	\$3,879	\$12,787
Pump Repairs	\$7,500	\$6,250	\$2,676	\$3,574
Streetlight Repairs	\$5,700	\$4,750	\$1,350	\$3,400
Irrigation Repairs	\$10,000	\$8,333	\$11,990	(\$3,657)
Miscellaneous	\$2,500	\$2,083	\$670	\$1,413
Capital Reserves Contributions	\$168,302	\$168,302	\$168,302	\$0
TOTAL GROUNDS MAINTENANCE	\$457,930	\$409,659	\$391,235	\$18,424
TOTAL EXPENDITURES	\$1,388,145	\$1,189,518	\$1,141,605	\$47,913
EXCESS REVENUES/(EXPENDITURES)	<u>\$0</u>		<u>\$257,630</u>	
Fund Balance - Beginning	\$0		\$215,581	
Fund Balance - Ending	<u><u>\$0</u></u>		<u><u>\$473,210</u></u>	

Bartram Springs
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2022

Revenues:

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Maintenance Assessments	\$0	\$106,605	\$1,182,917	\$23,401	\$5,555	\$9,361	\$13,368	\$5,490	\$10,625	\$0	\$0	\$0	\$1,357,323
Facility Income	(\$325)	\$1,833	\$681	\$0	\$0	\$4,346	(\$163)	\$960	\$0	\$1,630	\$0	\$0	\$8,962
Program Sharing - ASG	\$0	\$0	\$0	\$0	\$0	\$11,835	\$0	\$1,659	\$0	\$3,790	\$0	\$0	\$17,283
Comcast Revenue Share	\$0	\$0	\$5,347	\$0	\$0	\$5,442	\$0	\$0	\$0	\$0	\$0	\$0	\$10,789
Interest/Miscellaneous Income	\$1	\$286	\$1	\$4	\$5	\$1,506	\$6	\$42	\$11	\$3,014	\$0	\$0	\$4,877
Total Revenues	(\$324)	\$108,724	\$1,188,947	\$23,406	\$5,561	\$32,490	\$13,212	\$8,151	\$10,635	\$8,433	\$0	\$0	\$1,399,234

Expenditures:

Administrative

Supervisor Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$800	\$1,000	\$1,000	\$800	\$1,000	\$1,000	\$0	\$0	\$9,600
FICA Expense	\$77	\$77	\$77	\$77	\$61	\$77	\$77	\$61	\$77	\$77	\$0	\$0	\$734
Engineering	\$0	\$582	\$291	\$291	\$408	\$97	\$291	\$291	\$0	\$2,284	\$0	\$0	\$4,535
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,041	\$0	\$0	\$4,041
Attorney	\$960	\$3,000	\$1,099	\$1,914	\$876	\$1,024	\$3,694	\$227	\$0	\$0	\$0	\$0	\$12,792
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,250	\$0	\$0	\$0	\$3,250
Management Fees	\$4,470	\$4,470	\$4,470	\$4,470	\$4,470	\$4,470	\$4,470	\$4,470	\$4,470	\$4,470	\$0	\$0	\$44,704
Computer Time	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$0	\$0	\$1,042
Website	\$290	\$290	\$5	\$195	\$195	\$195	\$195	\$195	\$195	\$195	\$0	\$0	\$1,950
Telephone	\$14	\$22	\$82	\$84	\$105	\$64	\$86	\$72	\$72	\$71	\$0	\$0	\$673
Postage	\$97	\$81	\$59	\$77	\$75	\$100	\$42	\$59	\$1,463	\$132	\$0	\$0	\$2,184
Insurance	\$52,067	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,067
Printing & Binding	\$118	\$147	\$56	\$58	\$77	\$92	\$67	\$49	\$1,199	\$246	\$0	\$0	\$2,108
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal Advertising	\$80	\$0	\$159	\$247	\$80	\$163	\$190	\$76	\$570	\$0	\$0	\$0	\$1,564
Other Current Charges	\$52	\$4	\$41	\$45	\$62	\$94	\$82	\$88	\$85	\$139	\$0	\$0	\$692
Office Supplies	\$6	\$1	\$11	\$6	\$7	\$6	\$6	\$6	\$12	\$8	\$0	\$0	\$69
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$64,508	\$9,779	\$7,454	\$8,569	\$7,319	\$8,086	\$10,303	\$6,499	\$12,497	\$12,766	\$0	\$0	\$147,779

Bartram Springs
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2022

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Amenity Center</u>													
Utilities													
Electric	\$5,176	\$4,479	\$4,202	\$5,044	\$6,183	\$5,523	\$5,027	\$5,394	\$5,372	\$6,121	\$0	\$0	\$52,520
Water/irrigation	\$1,791	\$1,267	\$1,311	\$1,124	\$2,622	\$1,187	\$1,119	\$1,177	\$2,665	\$1,589	\$0	\$0	\$15,852
Cable	\$801	\$800	\$1,151	\$1,045	\$1,055	\$823	\$1,060	\$1,073	\$1,105	\$1,103	\$0	\$0	\$10,016
Gas	\$186	\$74	\$151	\$103	\$74	\$126	\$114	\$152	\$151	\$96	\$0	\$0	\$1,227
Trash Removal	\$0	\$484	\$814	\$814	\$814	\$814	\$814	\$814	\$814	\$814	\$0	\$0	\$7,000
Security													
Security Monitoring	\$0	\$280	\$0	\$0	\$0	\$120	\$0	\$0	\$140	\$0	\$0	\$0	\$540
Access Cards	\$603	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$603
Management Contracts													
Facility Management	\$14,458	\$14,458	\$14,458	\$14,458	\$14,458	\$14,458	\$14,458	\$14,458	\$14,458	\$14,458	\$0	\$0	\$144,578
Pool Attendants	\$0	\$0	\$0	\$0	\$0	\$0	\$13,148	\$8,962	\$18,153	\$0	\$0	\$0	\$40,263
Night Swim	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Mgmt/Admin	\$5,578	\$5,578	\$5,578	\$5,578	\$5,578	\$5,578	\$5,578	\$5,578	\$5,578	\$5,578	\$0	\$0	\$55,778
Pool Maintenance	\$3,490	\$3,490	\$3,490	\$3,490	\$3,490	\$3,490	\$3,490	\$3,490	\$3,490	\$3,490	\$0	\$0	\$34,898
Pool Chemicals	\$1,583	\$1,583	\$1,731	\$1,731	\$1,731	\$1,731	\$2,811	\$2,811	\$2,984	\$2,984	\$0	\$0	\$21,680
Janitorial	\$3,245	\$3,245	\$3,245	\$3,245	\$3,245	\$3,245	\$3,245	\$3,245	\$3,245	\$3,245	\$0	\$0	\$32,450
Gym Monitor	\$2,458	\$2,458	\$2,458	\$2,458	\$2,458	\$2,458	\$2,458	\$2,458	\$2,458	\$2,458	\$0	\$0	\$24,580
Facility Maintenance	\$4,154	\$4,154	\$4,154	\$4,154	\$4,154	\$7,186	\$4,154	\$4,154	\$4,154	\$4,154	\$0	\$0	\$44,569
Mobile Application	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$0	\$0	\$2,500
Facility Maintenance - COVID	\$796	\$398	\$796	\$597	\$398	\$597	\$0	\$0	\$0	\$0	\$0	\$0	\$3,582
Repairs and Maintenance	\$7,237	\$5,507	\$5,224	\$4,472	\$5,721	\$4,586	\$4,931	\$8,664	\$12,916	\$11,392	\$0	\$0	\$70,649
Special Events	\$2,976	\$1,471	\$1,649	\$779	\$311	\$489	\$7,514	\$748	\$369	\$3,851	\$0	\$0	\$20,155
Holiday Decorations	\$0	\$5,283	\$947	\$0	\$0	\$0	\$0	\$183	\$0	\$0	\$0	\$0	\$6,413
Fitness Center Repairs/Supplies	\$145	\$0	\$432	\$0	\$1,240	\$358	\$916	\$81	\$3,036	\$0	\$0	\$0	\$6,208
Office Supplies	\$813	\$450	\$155	\$293	\$276	\$2,283	\$549	\$427	\$246	\$1,038	\$0	\$0	\$6,529
ASCAP/BMI Licenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Amenity Center	\$55,739	\$55,709	\$52,195	\$49,634	\$54,057	\$55,300	\$71,635	\$64,117	\$81,583	\$62,621	\$0	\$0	\$602,590
<u>Grounds Maintenance</u>													
Landscape Maintenance	\$14,868	\$14,868	\$14,868	\$14,868	\$14,868	\$14,868	\$14,868	\$14,868	\$14,868	\$14,868	\$0	\$0	\$148,679
Landscape Contingency	\$0	\$163	\$14,103	\$0	\$1,242	\$4,050	\$6,450	\$4,925	\$4,247	\$700	\$0	\$0	\$35,879
Lake Maintenance	\$1,694	\$1,694	\$1,694	\$1,694	\$1,694	\$1,694	\$1,694	\$1,694	\$1,694	\$1,694	\$0	\$0	\$16,940
Fountain Maintenance	\$0	\$0	\$285	\$0	\$0	\$285	\$0	\$0	\$299	\$0	\$0	\$0	\$869
Grounds Maintenance	\$637	\$553	\$0	\$1,425	\$290	\$0	\$0	\$692	\$170	\$113	\$0	\$0	\$3,879
Pump Repairs	\$56	\$925	\$0	\$0	\$525	\$0	\$245	\$925	\$0	\$0	\$0	\$0	\$2,676
Streetlight Repairs	\$0	\$0	\$0	\$0	\$0	\$1,041	\$309	\$0	\$0	\$0	\$0	\$0	\$1,350
Miscellaneous	\$0	\$0	\$0	\$0	\$670	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$670
Irrigation Repairs	\$2,764	\$1,077	\$4,049	\$1,393	\$0	\$1,839	\$0	\$0	\$0	\$867	\$0	\$0	\$11,990
Capital Reserves Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168,302	\$0	\$0	\$0	\$168,302
Total Grounds Maintenance	\$20,019	\$19,280	\$34,999	\$19,380	\$19,289	\$23,778	\$23,566	\$23,104	\$189,580	\$18,242	\$0	\$0	\$391,235
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$140,267	\$84,768	\$94,648	\$77,583	\$80,665	\$87,164	\$105,504	\$93,720	\$283,660	\$93,628	\$0	\$0	\$1,141,605
Excess Revenues (Expenditures)													
	(\$140,590)	\$23,956	\$1,094,298	(\$54,177)	(\$75,104)	(\$54,673)	(\$92,292)	(\$85,569)	(\$273,024)	(\$85,195)	\$0	\$0	\$257,630

BARTRAM SPRINGS
Community Development District
Debt Service - Series 2016-1 and 2016-2/ 2021
Statement of Revenues & Expenditures
For the Period Ended July 31, 2022

DESCRIPTION	Adopted Budget	Prorated Budget Thru 07/31/22	Actual Thru 07/31/22	Variance
REVENUES:				
Assessments 2021-1	\$1,192,771	\$1,192,771	\$1,196,721	\$3,950
Assessments 2021-2	\$39,277	\$39,277	39,405.17	\$128
Interest Earned	\$300	\$250	\$512	\$262
TOTAL REVENUES	\$1,232,348	\$1,232,298	1,236,638	\$4,340
EXPENDITURES:				
<u>Series 2021</u>				
Interest - 11/1	\$103,826	\$103,826	\$103,826	\$0
Interest - 5/1	\$138,435	\$138,435	\$138,435	\$0
Principal - 5/1	\$955,000	\$955,000	\$955,000	\$0
Special Call - 5/1	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,197,262	\$1,197,262	\$1,197,262	\$0
OTHER SOURCES/(USES):				
Interfund Transfer In - COI	\$0	\$0	\$6,866	\$6,866
TOTAL OTHER SOURCES(USES)	\$0	\$0	\$6,866	\$6,866
EXCESS REVENUES/(EXPENDITURES)	\$35,087		\$46,243	
Fund Balance - Beginning	\$110,308		\$114,965	
Fund Balance - Ending	<u>\$145,395</u>		<u>\$161,208</u>	

BARTRAM SPRINGS
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period Ended July 31, 2022

DESCRIPTION	Adopted Budget	Prorated Budget Thru 07/31/22	Actual Thru 07/31/22	Variance
REVENUES:				
Capital Reserve Contribution	\$168,302	\$168,302	\$168,302	\$0
TOTAL REVENUES	\$168,302	\$168,302	\$168,302	\$0
EXPENDITURES:				
Capital Projects	\$75,000	\$62,500	\$60,634	\$1,866
Repairs and Maintenance	\$142,006	\$118,338	\$30,633	\$87,706
Other Service Charges	\$800	\$667	\$360	\$307
TOTAL EXPENDITURES	\$217,806	\$181,505	\$91,627	\$89,878
OTHER SOURCES/(USES):				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES/(EXPENDITURES)	<u>(\$49,504)</u>		<u>\$76,675</u>	
Fund Balance - Beginning	\$141,463		\$112,431	
Fund Balance - Ending	<u><u>\$91,959</u></u>		<u><u>\$189,106</u></u>	

Bartram Springs
Community Development District
Long Term Debt Report

Series 2021 Special Assessment Refunding and Revenue Bonds		
Interest Rate:	.750%-2.520%	
Maturity Date:	5/1/36	
Reserve Fund Definition:	50% of Max Annual Debt Service	
Reserve Fund Requirement:	\$616,079	
Reserve Balance:	\$616,079	*
Bonds outstanding - 6/1/2021	\$15,175,000	
Less: May 1, 2022 (Mandatory)	(\$955,000)	
Total Outstanding	\$14,220,000	

* Reserve Fund Requirement funded by Surety Bond

B.

BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022 SUMMARY OF ASSESSMENT RECEIPTS

DIRECT BILLS					
DIRECT BILLS ASSESSED	UNITS	2016-1 DEBT ASSESSED	2016-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
COMMERCIAL - BS CENTER, LLC	21,818	13,854.43	-	9,173.48	23,027.91
DIRECT BILLS RECEIVED		2016-1 DEBT RECEIVED	2016-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
COMMERCIAL - BS CENTER, LLC		13,854.43	-	9,173.48	23,027.91
DIRECT BILLS - BALANCE DUE		-	-	-	-
Direct bills on payment plan with 50% due 11/1/21, 25% due 2/1/22, and 25% due 5/1/22					

TAX ROLL					
TOTAL TAX ROLL	UNITS	2016-1 DEBT ASSESSED	2016-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED	1,694	1,179,025.84	39,277.22	1,343,771.66	2,562,074.72
DUVAL COUNTY DISTRIBUTION	DATE RECEIVED	2016-1 DEBT RECEIVED	2016-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/10/2021	5,863.72	195.34	6,683.06	12,742.11
2	11/19/2021	87,671.72	2,920.63	99,922.13	190,514.49
3	12/6/2022	116,893.71	3,894.11	133,227.32	254,015.14
4	12/8/2022	174,358.63	5,808.46	198,721.85	378,888.94
5	12/9/2022	712,357.21	23,730.96	811,895.21	1,547,983.37
6	12/22/2022	26,233.83	873.94	29,899.50	57,007.27
7	1/11/2022	15,355.24	511.53	17,500.83	33,367.60
8	1/21/2022	5,176.85	172.46	5,900.22	11,249.53
9	2/7/2022	4,874.26	162.38	5,555.34	10,591.97
10	3/7/2022	6,822.66	227.29	7,775.99	14,825.94
11	3/23/2022	1,390.38	46.32	1,584.65	3,021.35
12	4/7/2022	8,707.31	290.07	9,923.99	18,921.37
13	4/21/2022	3,021.79	100.67	3,444.03	6,566.48
14	5/5/2022	3,748.11	124.86	4,271.83	8,144.80
15	5/26/2022	1,069.23	35.62	1,218.63	2,323.48
16	6/3/2022	227.37	7.57	259.14	494.09
TAX CERTS	6/16/2022	9,094.63	302.97	10,365.43	19,763.03
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL COUNTY DISTRIB.		1,182,866.65	39,405.17	1,348,149.14	2,570,420.96
TOTAL TAX ROLL DUE (DISCOUNTS NOT TAKEN)					
		(3,840.81)	(127.95)	(4,377.48)	(8,346.24)

TOTAL DISTRICT	UNITS	2016-1 DEBT SERVICE	2016-2 DEBT SERVICE	O&M	TOTAL
TOTAL ASSESSED	23,512	1,192,880.27	39,277.22	1,352,945.14	2,585,102.63
TOTAL RECEIVED		1,196,721.08	39,405.17	1,357,322.62	2,593,448.87

PERCENT COLLECTED DIRECT BILL	100.00%	100.00%	100.00%	100.00%
PERCENT COLLECTED TAX ROLL	100.33%	100.33%	100.33%	100.33%
TOTAL PERCENT COLLECTED	100.32%	100.33%	100.32%	100.32%

C.

BARTRAM SPRINGS
Community Development District
Check Register Summary 7/1/2022 - 7/31/2022

Check Date	Check No.	Amount
General Fund - Hancock		
7/7/22	2257	\$123.50
7/8/22	2258-2263	\$58,633.91
7/18/22	2264-2266	\$20,596.08
7/22/22	2267-2270	\$3,720.00
		<hr/> \$83,073.49
General Fund - Capital Reserve		
7/18/22	275-276	\$22,882.00
		<hr/> \$22,882.00
Utilities and Autopayments		
7/13/22	JEA	\$7,710.33
7/5/22	Comcast	\$941.99
7/11/22	Comcast	\$161.45
7/21/22	Rubicon	\$814.44
7/25/22	Hancock Whitney Purchase Cards	\$3,376.18
		<hr/> \$13,004.39
Total		<hr/> \$118,959.88

*Fedex invoices will be available upon request.

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN 9/01/22		PAGE 1	
*** CHECK DATES 07/01/2022 - 07/31/2022 ***		BARTRAM SPRINGS - GENERAL FUND													
		BANK B GENERAL FUND-HANCOCK													

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/07/22	00135	6/16/22	22-03874 202206 310-51300-48000		*	123.50	
			NOTICE OF MEETING 6/16				
				JACKSONVILLE DAILY RECORD C/O			123.50 002257
7/08/22	00071	7/01/22	552 202207 310-51300-34000		*	4,470.42	
			JUL MANAGEMENT FEES				
		7/01/22	552 202207 310-51300-35200		*	100.00	
			JUL WEBSITE ADMIN				
		7/01/22	552 202207 310-51300-35100		*	104.17	
			JUL INFORMATION TECH				
		7/01/22	552 202207 310-51300-51000		*	7.84	
			OFFICE SUPPLIES				
		7/01/22	552 202207 310-51300-42000		*	131.93	
			POSTAGE				
		7/01/22	552 202207 310-51300-42500		*	245.85	
			COPIES				
		7/01/22	552 202207 310-51300-41000		*	70.79	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			5,131.00 002258
7/08/22	00201	7/01/22	13129560 202207 320-57200-46500		*	2,983.93	
			JUL POOL CHEMICALS				
				POOLSURE			2,983.93 002259
7/08/22	00462	6/10/22	54689 202206 330-57200-46000		*	325.00	
			POOL PUMP RPR				
				ST AUGUSTINE ELECTRIC MOTOR WORKS			325.00 002260
7/08/22	00040	7/01/22	668691 202207 330-57200-46600		*	1,694.00	
			JUL LAKE MANAGEMENT				
				THE LAKE DOCTORS INC			1,694.00 002261
7/08/22	00351	7/01/22	400050 202207 320-57200-33000		*	14,457.76	
			JUL MGRS AND ATTNDTS SRVS				
		7/01/22	400050 202207 320-57200-46400		*	3,489.80	
			JUL POOL MAINT SERVICES				
		7/01/22	400050 202207 320-57200-34100		*	4,153.70	
			JUL GEN FAC MAINT SRVS				
		7/01/22	400050 202207 320-57200-43500		*	3,245.00	
			JUL JANITORIAL SERVICES				
		7/01/22	400050 202207 320-57200-34510		*	2,457.98	
			JUL GYM MONITORING SRVS				
		7/01/22	400050 202207 320-57200-34000		*	5,577.82	
			JUL FIELD OPS SERVICES				
		7/01/22	400050 202207 320-57200-34530		*	250.00	
			MOBILE APP/WEBSITE				
				VESTA PROPERTY SERVICES, INC.			33,632.06 002262
				BSPR BART SPRING BPEREGRINO			

*** CHECK DATES 07/01/2022 - 07/31/2022 ***
 BARTRAM SPRINGS - GENERAL FUND
 BANK B GENERAL FUND-HANCOCK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
7/08/22	00388	7/01/22 8614	202207 330-57200-46200	VERDEGO, LLC	*	14,867.92	14,867.92 002263
7/18/22	00329	6/02/22 P10545	202206 330-57200-46000	SOFTWARE SUPPORT AGRMT	*	1,744.85	
		6/07/22 P10555	202206 330-57200-46000	ACCESS CARDS	*	603.00	
			SECURITY 101				2,347.85 002264
7/18/22	00406	5/01/22 2801	202205 310-51300-35101	ROBERTA G NAGLE DBA UNICORN	*	95.00	95.00 002265
7/18/22	00351	6/30/22 400627	202206 320-57200-33100	VESTA PROPERTY SERVICES, INC.	*	18,153.23	18,153.23 002266
7/22/22	00076	6/30/22 359131	202206 310-51300-32200	BERGER, TOOMBS, ELAM, GAINES & FRANK	*	3,250.00	3,250.00 002267
7/22/22	00340	10/21/21 1240023	202207 300-15500-10000	PROGRESSIVE ENTERTAINMENT SRVCS.	*	200.00	200.00 002268
7/22/22	00274	7/15/22 25213	202207 330-57200-46000	QUICK CATCH	*	135.00	270.00 002269
		7/15/22 25217	202207 330-57200-46000		*	135.00	
7/22/22	00023	7/11/22 07112022	202207 320-57200-43300	TECO PEOPLES GAS	*	33.44	.00 002270
		7/11/22 07112022	202207 320-57200-43300		*	33.44	
		7/11/22 07112022	202207 320-57200-43300		V	33.44-	
		7/11/22 07112022	202207 320-57200-43300		V	33.44-	
TOTAL FOR BANK B						83,073.49	
TOTAL FOR REGISTER						83,073.49	
BSPR BART SPRING				BPEREGRINO			

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

June 16, 2022

Date

Attn: Sarah Sweeting
GMS, LLC
475 WEST TOWN PLACE, STE 114
SAINT AUGUSTINE FL 32092

Payment Due Upon Receipt

Serial #	22-03874D	PO/File #		\$123.50
				Amount Due
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors' Meeting				
				Amount Paid
Bartram Springs Community Development District				\$123.50
				Payment Due

Case Number

Publication Dates 6/16

County Duval

*For your convenience, you
may remit payment at
<https://www.jaxdailyrecord.com/send-payment>.*

*Payment is due before
the Proof of Publication
is released.*

*If payment is being mailed,
please reference the Serial #
from this invoice on your
check or remittance advice.*

135B
1.310.513.480

ck#2257 - July

Your notice can be found at www.jaxdailyrecord.com

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**BARTRAM SPRINGS
COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF PUBLIC
HEARING TO CONSIDER
THE ADOPTION OF THE
FISCAL YEAR 2022/2023
BUDGETS; AND NOTICE
OF REGULAR BOARD OF
SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Bartram Springs Community Development District ("District") will hold a public hearing on July 11, 2022 at 6:00 p.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida 32258, for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <http://www.bartramspringscdd.com/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, 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.

James Oliver
District Manager

Jun. 16 00 (22-03874D)

Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 552
Invoice Date: 7/1/22
Due Date: 7/1/22
Case:
P.O. Number:

Bill To:

Bartram Springs CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

71B

Description	Hours/Qty	Rate	Amount
Management Fees - July 2022 1,310.513.340		4,470.42	4,470.42
Website Administration - July 2022 352		100.00	100.00
Information Technology - July 2022 357		104.17	104.17
Office Supplies 510		7.84	7.84
Postage 420		131.93	131.93
Copies 425		245.85	245.85
Telephone 1,310.513.410		70.79	70.79

Total \$5,131.00

Payments/Credits \$0.00

Balance Due \$5,131.00



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date

7/1/2022

Invoice #

131295607696

Terms	Net 20
Due Date	7/21/2022
PO #	

Bill To	Ship To
GMS, LLC. C/O Bartram Springs C.D.D. 475 W. Town Place, Suite 114 St Augustine FL 32092	Bartram Springs CDD GMS, LLC. 14530 Cherry Lake Dr. East Jacksonville FL 32256

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	2,700.93
WM Surcharge	WM Surcharge	1	ea	172.86
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	110.14
	201B 1.320.57200.46500 Jul Pool Chemicals			

Subtotal	2,983.93
Shipping Cost (FEDEX GROUND)	0.00
Total	2,983.93
Amount Due	\$2,983.93

Remittance Slip

Customer
13BAR126
Invoice #
131295607696

Amount Due \$2,983.93

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295607696

St. Augustine Electric Motor Works, Inc.

Invoice

Ham's Irrigation Service
14 Center St.
St Augustine, FL. 32084

Date	Invoice #
6/10/2022	54689

Bill To
Bartram Springs CDD 14530 Cherry Lake Drive East Jacksonville, FL 32258

Ship To
Bartram Springs CDD St Augustine, FL

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		6/10/2022	UPS		
Quantity	Item Code	Description			Price Each	Amount
1	SERVICE CALL C...	SERVICE CALL CHARGE			85.00	85.00T
		SCC				
1	ONSITE LABOR 2...	ONSITE LABOR 2 TECH.			240.00	240.00T
		ST2				
		Tax item used for transactions created in QuickBooks POS			0.00%	0.00
<div>462 B 1.330 572.460 pool pump</div>						
Phone #					Total	\$325.00

Phone #
904-829-8211

St. Augustine Electric Motor Works, Inc.
Ham's Irrigation Service

14 Center St.
St. Augustine, FL. 32084
904-829-8211
904-829-8030 Fax Line

Invoice- Sales Receipt #82165

6/10/2022

Cashier: DS

Bartram Springs CDD
14530 Cherry Lake Drive East
Jacksonville, FL 32258

REPRINTED

P.O. # POOL PUMP

462B
1.330.57200.46900
Pool pump

Description

SERVICE CALL CHARGE
ONSITE LABOR 2 TECH.

Exempt

Subtotal: \$325.00
0 % Tax: + \$0.00

RECEIPT TOTAL: \$325.00

POOL PUMP- CHECKED OUT PUMP TO SEE ABOUT ORDERING PARTS.

Signature _____

Account: \$325.00

Thanks for shopping with us!

ALL WARRANTY ITEMS MUST BE ACCOMPANIED BY RECEIPT and will be REPAIRED or REPLACED per manufacturer.



4651 Salisbury Rd., Suite 155, Jacksonville, FL 32256
PH: (904) 431-3914

INVOICE

Invoice #	668691
Account #	709275
Invoice Date	7/1/2022
Due Date	7/11/2022
Rep	MAS

Invoice Questions:
AR@LakeDoctors.com

Bill To
BARTRAM SPRINGS CDD VESTA PROPERTY SERVICES 14530 CHERRY LAKE DRIVE EAST JACKSONVILLE, FLORIDA 32258

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	

Item	Description	Amount
	Monthly Water Management Service (R) 1.330.57200.46600 Jul Lake Management 40B	1,694.00
OUTSTANDING BALANCE	\$3,388.00	
Thank you! For your business!		Total Invoice \$1,694.00

Please include your account number and invoice number on your check with your remittance stub.
Please remit payments to: The Lake Doctors, Inc.
LOCKBOX
PO Box 20122
Tampa, FL 33622-0122

Remittance Stub

Amount Enclosed

Invoice #	668691
Account #	709275
Date	7/1/2022

Bill To
BARTRAM SPRINGS CDD VESTA PROPERTY SERVICES 14530 CHERRY LAKE DRIVE EAST JACKSONVILLE, FLORIDA 32258

For address and contact updates, please email us at
customerservice@lakedoctors.com.

IF PAYING BY CREDIT CARD, FILL OUT BELOW	
___ Mastercard	___ Visa ___ American Express
Card #	_____
Card Verification #	_____
Exp. Date #	_____
Print Name	_____
Billing Address:	___ Check box if same as above
Signature	_____



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 400050
Date 7/1/2022

Terms Net 30
Due Date 7/31/2022
Memo Monthly fees

Bill To

Bartam Springs C.D.D.
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

351B

Description	Quantity	Rate	Amount
Services of Bartram Club Manager and Attendants 1.320.57200.33000	1	14,457.76	14,457.76
Pool Maintenance Services at Bartram Club Pool (excludes pool chemicals) 1.320.57200.46400	1	3,489.80	3,489.80
General Facility Maintenance Services 1.320.57200.34100	1	4,153.70	4,153.70
Janitorial Services 1.320.57200.43500	1	3,245.00	3,245.00
Gym Monitoring Services 1.320.57200.34510	1	2,457.98	2,457.98
Field Operation Services 1.320.57200.34000	1	5,577.82	5,577.82
Mobile App / website 1.320.57200.34530	1	250.00	250.00

Total \$33,632.06



Invoice

Invoice #: 8614

Date: 07/01/22

Customer PO:

DUE DATE: 07/31/2022

BILL TO

Bartram Springs CDD
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#6163 - Standard Maintenance Contract - 2021-2022 July 2022

AMOUNT

\$14,867.92

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$14,867.92

388B
1.330.572.462



P.O. Box 762,
Middleburg, FL 32050

Invoice

Date	Invoice #
5/1/2022	2801

Bill To
GOVERNMENTAL MANAGEMENT SERVICES, LLC BARTRAM SPRINGS 475 WEST TOWN PLACE, SUITE 114 WORLD GOLF VILLAGE ST. AUGUSTINE, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	MAINTENANCE FEE - BARTRAM SPRINGS May 406B 1.310.513.35101	95.00	95.00
		Total	\$95.00



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 400627
Date 6/30/2022

Terms Net 30
Due Date 7/30/2022
Memo Lifeguard Hours

Bill To

Bartram Springs C.D.D.
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

351B

Description	Quantity	Rate	Amount
Lifeguard Hours June	1,087.02	16.70	18,153.23

Thank you for your business.

Total \$18,153.23

Total Hours Summary by Allocation Report

Distribution Totals														
Employee	Home Department	Home Payroll Profile	Home Division	Home Region	Home Location	Home Job Title	Home Job Detail	Home Check Sort	Pay Class	Earning	EarnRate	Hours	Units	Amount
ABERCROMBIE, AUBREY JANAE (A2TC)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	88.66	0.00	\$975.26
ALEXANDER, TYLER ROSS (A2VR)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	66.76	0.00	\$734.36
BARRETT, BROOYKE YASMINE (A37T)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	113.55	0.00	\$1249.05
COUCH, SABRINA ROSE (A36S)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	96.31	0.00	\$1059.41
FASCI, DAVIN GIANN (A2VS)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	39.06	0.00	\$429.66
FASCI, DAVIN GIANN (A2VS)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	22.95	0.00	\$275.40
GILMORE, DALTON JAMES (A2UV)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	47.13	0.00	\$518.43
GONZALEZ, ALANNAH MARIELLE (A3DI)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[POOLMON] Pool Monitor	[PM] Pool Monitor	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$10.00	38.06	0.00	\$380.60
IVANTSOV, MARGARET VICTOROVNA (A2WW)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$10.00	7.68	0.00	\$76.80
JERRELL, RIDGE JACOB (A3BV)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[POOLMON] Pool Monitor	[PM] Pool Monitor	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	89.09	0.00	\$1069.08
KARLOVICH, LIAM COLTON (A2U0)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	5.55	0.00	\$66.60
LEE, SYDNEY ELISE (A2XD)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	24.57	0.00	\$270.27
NEMECEK, CHLOE JOY (A2XK)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	111.99	0.00	\$1231.89
PRINTY, RHETT MICHAEL (A2VF)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	62.82	0.00	\$691.02
SHALTON, LARA MELISSA (A3HP)	[AQU] Aquatics	[OWE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	39.98	0.00	\$439.78

VESTA PROPERTY SERVICES INC
Client: 0YC07

Total Hours Summary by Allocation Report

Date Range
(06/01/2022 - 06/30/2022)
Freeze Time (07/03/2022 13:44:53)

SHALTON, LARA MELISSA (A3HP)	[AQU] Aquatics	[0WE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Onboarding Pay (OBP)	\$11.00	2.00	0.00	\$22.00
SHEA, JACK DURANT (A2TZ)	[AQU] Aquatics	[0WE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	47.19	0.00	\$519.09
TATE, ELIJAH C (A2VL)	[AQU] Aquatics	[0WE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$11.00	67.58	0.00	\$743.38
VLASEK, AMARIE VIRGINIA (A3DJ)	[AQU] Aquatics	[0WE33] Amenity	[DistrictServices] District Services	[NE] Northeast	[BARTS] Bartram Springs	[POOLMON] Pool Monitor	[PM] Pool Monitor	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$10.00	118.09	0.00	\$1180.90
Distribution Subtotals														
Hours				Units				Amount						
1089.02				0.00				11932.98						
Earning Totals														
Earning				Hours				Units				Amount		
Regular (R)				1087.02				0.00				\$11910.98		
Onboarding Pay (OBP)				2.00				0.00				\$22.00		
Earning				Hours				Units				Amount		
Regular (R)				1087.02				0.00				\$11910.98		
Onboarding Pay (OBP)				2.00				0.00				\$22.00		
Total				1089.02				0.00				\$11932.98		
Hours for italicized entries are already included in totals once.														



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120
FAX: 772/468-9278

*BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
GOVERNMENTAL MANAGEMENT SERVICES
475 WEST TOWN PLACE
SUITE 114
ST. AUGUSTINE, FL 32092*

*Invoice No. 359131
Date 06/30/2022
Client No. 21217*

Services rendered in connection with the audit of the Basic Financial Statements
as of and for the year ended September 30, 2021.

Total Invoice Amount \$ 3,250.00

1.310.573.322
768



We now accept Visa and MasterCard.
Please enter client number on your check.
Finance charges are calculated on balances over 30 days old at an annual percentage rate of 18%

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies Practice Section

Member FICPA



Total Entertainment Services

Invoice-Agreement

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 10/21/2021

Invoice # 1240023

Terms: Due at event

PO#

Customer name:

Bartram Springs CDD

Event type: Movie Night

Billing address:

14530 Cherry Lake Drive E., Jacksonville, FL 32258

Original contact person:

Stephanie Taylor **Wk:** 904-880-5156 **Cell:**

E-mail/ fax: staylor@vestapropertyservices.com

At event contacts with cell:

Same

Event date: Friday August 19, 2022

Hours of event: Sundown till end

Hours of service: Same

Approximate set up time:

Between: TBA

Location name and address:

Same

Where to set up at location:

On grass courtyard

Power within 75': Yes

Set up-grass or pavement:

GR

Water within 75': NA

Covered area for entertainer: NA

Notes:

SERVICES NEEDED:

* 20 foot Mega frame screen, projection, complete sound, operator

Reg. Rate \$ 450.00

Your Cost \$ 350.00

Your Total Savings \$ 100.00

Due no Later than event date or \$50 Late Charge

34013

1.320.572.493

7/20 - mail check to amenity center

Sub Total:	\$	350.00
Sales Tax:	\$	-
Invoice Total:	\$	350.00
Customer Credit from 7/4 event	\$	150.00
Balance due at set up	\$	200.00
Payments received	\$	-
Current Balance	\$	200.00

Due no Later than event date or \$50 Late Charge

CANCELLATION, RE-SCHEDULING, INCLAMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ **Date:** _____

Quick Catch Inc
12627 San Jose Blvd Suite 205
Jacksonville, FL 32223 US
admin@quick-catch.com
www.quick-catch.com

Invoice

BILL TO

Bartram Springs - Winslow Wheeler
14539 Cherry Lake Dr East
Jacksonville, FL 32258

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
25213	07/15/2022	\$135.00	07/15/2022	Due on receipt	

DESCRIPTION	QTY	RATE
Perimeter Protection program	1	135.00
Perimeter Protection Program - Quarterly - Jan. Apr. Jul. Oct.		

BALANCE DUE

\$135.00

1,330.572.460
274B

Please confirm receipt of this invoice. We appreciate your prompt payment. Thank you for your business!

Quick Catch Inc
12627 San Jose Blvd Suite 205
Jacksonville, FL 32223 US
admin@quick-catch.com
www.quick-catch.com

Invoice

BILL TO

Bartram Springs - Winslow Wheeler
14539 Cherry Lake Dr East
Jacksonville, FL 32258

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
25217	07/15/2022	\$135.00	07/29/2022	Net 14	

DESCRIPTION	QTY	RATE
service agreements:Monthly Snake Service Monthly Snake Service	1	135.00

BALANCE DUE

\$135.00

1,330.572.460
274 B

Please confirm receipt of this invoice. We appreciate your prompt payment. Thank you for your business!

CHECK DATE	VEND#INVOICE.....	...EXPENSED TO...	VENDOR NAME			STATUS	AMOUNTCHECK.....
DATE		INVOICE	YRMO DPT ACCT# SUB	SUBCLASS					AMOUNT #
7/18/22	00107	7/14/22 6199	202207 600-53800-60000				*	16,055.00	
		50%DEP-PIER RESTORATN-AM		FLORIDA HOME STORE					16,055.00 000275
7/18/22	00106	6/21/22 91301164	202206 600-53800-61000				*	6,827.00	
		RPLC EVAP COIL ON A/C		WW GAY MECHANICAL CONTRACTOR, INC					6,827.00 000276
TOTAL FOR BANK B								22,882.00	
TOTAL FOR REGISTER								22,882.00	

FLORIDA HOME STORE, LLC
108 Julington Plaza Dr
Saint Johns, FL 32259
904.814.8447



INVOICE

DATE	INVOICE #
7/14/2022	6199
TERMS	P. O. #

BILL TO:

Bartram Springs CDD
14530 Cherry Lake Dr E
Jacksonville, FL 32258

PROJECT/JOB
Bartram Pier Restoration-AC

DESCRIPTION	AMOUNT
Remove canopy awning, all deck board, handrails, etc. Reinstall	14,687.50
Option to trim under handrail with 5/4 decking boards	1,367.50
*****INITIAL 50% DEPOSIT*****	
<p style="text-align: center;">107 B 033-600-53800-60000</p> <p>Capital Reserve Capital Outlay</p>	

Please make check payable to Florida Home Store
and remit payment to:
FLORIDA HOME STORE
108 JULINGTON PLAZA DR
ST. JOHNS, FL 32259
Questions? E-mail accounting@floridahomestore.com or call
904-814-8447

SUBTOTAL	\$16,055.00
FL SALES TAX (6.0%)	\$0.00
TOTAL	\$16,055.00
PAYMENTS/CREDITS	\$0.00
BALANCE DUE	\$16,055.00

www.floridahomestore.com

* Please note -
Let Winston know
when check arrives. He
will give ngr.



INVOICE

INVOICE #: 913011642
INVOICE DATE: 06/21/22
CUSTOMER NUMBER: Vest002
SERVICE ORDER: 13009653
CUSTOMER PO:

Vesta Property Services, Inc.
ATTN:
475 West Town Place Suite 114
St Augustine, FL 32092

INVOICE TOTAL: \$ 6,827.00

DUE DATE: 07/21/22

TERMS: NET 30 DAYS

7/7/22 Emergency a/c repair in social hall per Winslow.

For work performed at:

Bartram Springs Amenity Center
14530 Cherry lake Drive East,
Jacksonville, FL 32258

LABOR

DATE	DESCRIPTION	HOURS	HOUR TYPE	RATE	EXTENDED
06/15/22	Replace the leaving evaporator coil on unit that serves the Amenity Center per QR-22-168				6,827.00
Labor Subtotal:					6,827.00

100B
33.600.538.61000

cap Rev
R/m

SUBTOTAL: 6,827.00
TAX: 0.00
INVOICE TOTAL: 6,827.00

Please note: Interest will accrue on past due invoices at the maximum rate allowed by law.

REMIT TO: WW Gay Mechanical Contractor 524 Stockton Street Jacksonville, FL 32204
904-388-2696

* Please Note:
Winslow to Plu
check@w6v