

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, January 9, 2023 at 6:00 p.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

Andrew Walden <i>by phone</i>	Chairman
Derri Lassiter Young	Vice Chairperson
Stephanie McKinney	Supervisor
Taner Nierengarten	Supervisor
Lacy Reynolds	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Sue O’Lear	Bartram Club General Manager
Dan Fagen	Vesta Property Services
Winslow Wheeler	Operations Manager
Bruno Perez	VerdeGo Landscape
Trey Starling	VerdeGo Landscape
Billy Genovese	VerdeGo Landscape

The following is a summary of the actions taken at the January 9, 2023 Bartram Springs Community Development District Regular Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m. and called the roll. Four Supervisors were in attendance constituting a quorum. One Supervisor participated by phone.

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SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver asked for audience comments. He noted this was an opportunity for audience to make comments to the Board on items that are on the agenda. There were no audience comments at this time.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 12, 2022 Meeting

Mr. Oliver stated the next item is approval of the minutes of the December 12, 2022 meeting. Mr. Oliver asked for any comments, corrections, or changes. Hearing no changes,

On MOTION by Ms. Young, seconded by Ms. McKinney, with all in favor, the Minutes of the December 12, 2022 meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

Ratification of Amendment to Landscape Maintenance Agreement with VerdeGo

Mr. Oliver presented the amendment to the Landscape agreement. The representative presented an overview of the amendment with an increase of 7% that will go into effect after December 1st. The specifics of the proposal were outlined.

Ms. Young stated that at the last meeting the 7% increase was discussed, and a Supervisor brought up that it was retroactive. She wanted to clarify the exact date. Mr. Oliver clarified one of the Supervisors asked that it be effective December 1, 2023. Ms. Young stated she did not think the Board voted on this item. Mr. Walden commented it was approved during the last meeting.

On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Amendment to Landscape Maintenance Agreement with VerdeGo Price Increase effective December 1, 2022, was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Proposal to Trim Trees and Bushes Along Sidewalk

Mr. Walden stated he could not hear due to the echo. Ms. Young asked if he had comments regarding the proposal. He noted that he had discussed this with Mr. Winslow Wheeler and had asked the company to be reasonable on the timeframe. He noted VerdeGo had discussed pricing.

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Ms. Young asked if this was an additional reduction. A question was asked on the timeframe. The response was 3-4 days. The proposal was revised for clean-up of certain designated conservation easement. Mr. Walden asked for clarification on the pricing. Ms. Young noted the price is \$14,250 and added it was lower than all the other vendors.

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the Proposal to Trim Trees and Bushes Along Sidewalk, was approved.

SIXTH ORDER OF BUSINESS

Resident Request to Construct Improvements in Drainage Easement

Mr. Oliver asked for discussion on the resident request on the drainage easement.

Mr. Wheeler explained the fence must have an access gate for the lake. These access concerns were outlined. The locations were discussed. Discussion was held on city and speaking with lawyers about access rights.

The Board authorized a residential fence within the CDD easement with the stipulation that access gates must be included to allow lake access for CDD maintenance purposes. It was noted that this authorization does not constitute HOA approach of proposed improvements.

On MOTION by Ms. Young, seconded by Ms. McKinney, with all in favor, the Request to Construct Improvements in Drainage Easement and Authorize the Installation of a Fence With Access Gates, 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. District Manager – Review of Fiscal Year 2023 Meeting Schedule

Mr. Oliver discussed the current annual meeting schedule, which includes one evening meeting quarterly. He noted that Supervisor Nierengarten recommended the proposal of one meeting per quarter in the morning, and the remaining eight meetings in the evening.

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Mr. Nierengarten stated there were several residents at the meeting tonight and wanted to consider the idea of having more meetings in the evening. The idea was the morning meetings did not have as much resident participation as the evening meeting.

Mr. Walden asked for clarification. Ms. Young stated that Supervisor Nierengarten was proposing that they have one meeting in the morning per quarter and the remaining meetings in the evening. Mr. Walden asked Mr. Nierengarten what the rationale was behind the suggestion.

Mr. Nierengarten replied the idea was at the last meeting there were no residents still here when the meeting ended. He added tonight they have a lot more residents here. He added he wondered if there was an issue with people being able to get here during the day, and would they have more resident participation if they had more evening meetings.

Mr. Walden stated they had been trying for the last 12 years. He noted he would like to table this proposition for the next meeting. Ms. Young noted there were 10 residents at the meeting this evening. Mr. Walden noted that he understood there were 10 residents in the meeting, but he would like to table this for the next meeting. He stated he could only hear Ms. Young and stated he would like to make decision when he is on-site. He added currently he could not hear what was going on. He stated he would like to table this item.

Ms. Young moved that the Board table this until the next meeting. Ms. Young noted the next meeting is already scheduled. This item was tabled until the February meeting.

<p>On MOTION by Ms. Young, seconded by Ms. McKinney, with Mr. Nierengarten and Ms. Reynolds opposed and Ms. Young, Ms. McKinney, and Mr. Walden in favor, the Proposal to Table the Annual Meeting Times Until the Next Meeting, was approved 3-2.</p>
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D. General Manager – Report

Ms. O’Lear reviewed the Operations report and provided updates on activities to the Board. She reviewed upcoming January events.

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- Mr. Nierengarten was discussed his concerns for the safety of landscape personnel in high traffic areas during the installation of annuals in the medians and at the community entrance.
- Painting of rumble strips
- COJ action regarding potholes/road deficiencies (Discuss with the engineer for approach to dealing with COJ Public Works
- Improved VerdeGo performance
- Approaches to live stream meetings
- CDD Website deficiencies – want to get a new proposal for February meeting
- Invoices for auto-pay services
- Condition of multi-purpose field
- Fees revenues linked to athletic programming of fields
- Request for lighting of athletic field/dog park
- Request for more robust fountains at the community entrance
- Request for installation of fountain in lake behind the amenity center

Ms. Reynolds asked Mr. Oliver if they could go back to make sure that all the material for each month within the last year is on the website and no pages are missing and all documentation gets to the site so that residents won't have issues with missing documentation.

Ms. Reynolds repeated for Mr. Walden the discussion of the lights on the soccer field and the dog park requested by a resident. She repeated the other issue of the potholes in the neighborhood and asking the Engineer to work with these issues. Mr. Walden validated all the concerns repeated to him and asked that the word "potholes" not be used because "potholes" are not the criteria to fill the holes. Ms. Young noted the holes needed to be a certain size in order for it to be corrected.

Mr. Walden added he had filed a maintenance ticket with the City of Jacksonville to address the "potholes" in front entrance issues.

Resident brought up the rumble strips to be painted. Ms. Young noted she did not think a ticket was made for that. Mr. Walden ask that Mr. Wheeler report back to the Board on that issue.

Zoom meetings set up for those residents that could not make meeting.

Ms. Reynolds asked Mr. Wheeler about holes in the soccer field and if something else is going on that is causing that.

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Further discussion from resident on the scheduling issues with playing on the soccer field. Ms. Young noted some of the discussion topics could not be heard by the Chairman and would like to table to another meeting. Mr. Walden requested he would like to table the issue until he is on site, and it can be discussed further.

NINTH ORDER OF BUSINESS

Financial Statements

A. Balance Sheet as of November 30, 2022 and Statement of Revenue & Expenditures for the Period Ending November 30, 2022

Mr. Oliver reviewed the financial statements. 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. The District is 95% collected. December 16th was the last distribution.

C. Approval of Check Register

Mr. Oliver offered to answer any questions on the check register.

On MOTION by Ms. Young, seconded by Ms. McKinney, with all in favor, the balance of the check register, was approved.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 13, 2023
at 8:30 a.m. @ Bartram Springs Club
Amenity Center**

Mr. Oliver stated the next meeting will be February 13, 2023 at 8:30 a.m. in the same location.

ELEVENTH ORDER OF BUSINESS

Adjournment

Mr. Oliver asked for a motion to adjourn the meeting.

On MOTION by Ms. Young, seconded by Ms. McKinney, with all in favor, the meeting adjourned.

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DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Andrew Walden

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Chairman/Vice Chairman