

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, June 12, 2023 at 8:30 a.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Sue O'Lear	Bartram Springs General Manager
Winslow Wheeler	Bartram Springs Operations Manager
Dan Fagen	Vesta Property Management
Ross Ruben	Vesta/Amenity Athletics
Trey Starling	VerdeGo Landscape
Spencer Mays	Agrow Pro

The following is a summary of the actions taken at the June 12, 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 8:30 a.m. and called the roll. Four Supervisors were in attendance constituting a quorum and one Supervisor joined via Phone.

SECOND ORDER OF BUSINESS

Audience Comments

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Mr. Oliver opened the audience comment period. Resident Cathy Tyson stated her concerns of the impact that swim lessons was having on the residents' use of the pool. She noted that the pool should be open to the residents that live there, and they should be able to go to the pool and enjoy it with their families. She explained that the time of the swim lessons coincided with the time that people bring their little children to the pool. Mr. Walden responded that he heard her concerns and took notes. He asked Ms. Tyson if she had a suggested solution to the problem. Ms. Tyson suggested solution was to not have the swim lessons on Sunday. Mr. Walden thanked Ms. Tyson for her comment and stated that he would like to get together with staff to try and fix this issue because it had been ongoing for years. He explained that they try their best to accommodate everybody. Ms. Reynolds responded to Ms. Tyson stating that she understood her concern. She noted that she was up there, and she saw the swim lessons going on and half of the recreational pool was taken and there were probably 17 kids with two parents each around the swim lesson area. She also noted that she had heard from several residents that the swim lessons were taking up too much of the pool. She explained that she particularly had some issues with the contract because it was a Vesta only contract, not a CDD contract. She added that the number of people taking swim lessons appeared to be non-residents, so there was a bigger situation at hand. She asked directly to Vesta what the contract was and what Bartram Springs CDD share was, and she was told it was 10% of the 10% they make. She explained that they were not a public pool. She recommended that as a Board, they should review the Champion Swim School contract, specifically, the number of non-residents using it. Mr. Walden stated that he would get together with Ms. O'Lear to review the contract and they could address what they come up with at the next meeting. Ms. Young asked Ms. O'Lear how many days of the week the lessons were. Ms. O'Lear responded that it was seven days of the week for lessons. Ms. Young asked Ms. O'Lear what the block off time was. Ms. O'Lear responded that it was 9:00 a.m. to 1:00 p.m. on Saturdays and Sundays. Mr. Nierengarten stated that along with the revenue sharing, he felt that they could build a schedule of what the pool and the field were currently being used for and then they could go from there.

Resident Jennifer Cowart commented on item four of the agenda packet regarding City Council representation. She stated an event that took place on property on May 7th. She explained that she was told by Vesta personnel that this was a private rental by a resident through the clubhouse and not a CDD sponsored event; however, this event was then advertised widely via

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Facebook to the entire community using the CDD logo. She explained further that at the event, which was permitted as a private rental for 25 people, but it appeared to her that many more than 25 people present. She added that there was member of the Board who texted friends indicating that there was alcohol present to be given out, but she understood that the event was not permitted for alcohol. She stated alcohol was being provided without a bartender with a license for checking peoples I.D.'s at the soccer field where children were playing. One, she state she thought it would be a good thing if they had a transparent process to include community events to allow candidates for public office to meet and greet with residents of Bartram Springs. Mr. Walden thanked Ms. Cowart for her comments. After further discussion ensued on this matter between residents and the Board, Mr. Walden stated to Mr. Oliver that he would like the counsel to advise the Board and staff regarding private event rental policies, and clarify parameters on what they can and can not do. Mr. Oliver stated that he was on the phone with staff the day of the event and was apprised of the situation, and it was his judgment to have the event proceed. He explained that the District has some good policies in place. He will work with counsel to develop a policy briefing bring it to the Board for discussion. Before Mr. Walden closed on this matter, he advised the Board members to stay within parameters and to follow the distinct policies.

Mr. Oliver asked for any other audience comments before they moved on. Hearing none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 8, 2023 Meeting

Mr. Oliver stated the next item is approval of the minutes of the May 8, 2023 meeting. Mr. Oliver asked for any comments, corrections, or changes to the minutes. Ms. Young noted that in the eighth order of business, the comments made were not hers, but was Ms. Reynolds for the entire area.

On MOTION by Mr. Walden, seconded by Ms. Reynolds, with all in favor, the Minutes of the May 8, 2023 meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

Update Regarding City Council Representation

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Ms. Reynolds stated that she really thought that Mr. Arias was going to be there today. She updated the Board on what she had been working with the traffic department on in regards to putting the flashing crosswalks in near the school. She noted that she was hoping to continue that even with the change in leadership. She stated that Councilman Becton had that pretty far along with them and they were impressed with how fast he was able to move through results. She explained that she had reached out to the traffic department and left two messages now, but hopefully Councilman Arias could help them keep move this along. She added that she also had a question to the traffic department about some roads in the neighborhood that really need to be done that they were not aware of.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Additional Landscape Treatments at Athletic Fields

Mr. Wheeler introduced himself and stated that they still had some work to do on the soccer fields. He explained that he had contacted several different vendors aside from Agrow Pro to treat the fields and get them back in shape. He stated that each of the vendors basically told him the same thing. He noted that they were not going to piecemeal the athletic field as they had discussed. He stated that aside from that, there was a lot to do. He turned the proposal presentation over to Mr. Spencer Mays.

Mr. Mays stated that right now they were seeing the bare minimum with the athletic fields with it being every other month, six times a year. He stated that they know from those fields specifically and how it's compacted that they were dealing with hydrophobic soil. He explained that hydrophobic soil means that anytime they run the irrigation and they get a heavy down pour, they will see water just sitting at surface level and it's not able to go through the soil, so the plants are not receiving the water and nutrients they need. He further explained that because of the hydrophobic soil, they recommended the aerifications. He stated that first thing they could do was break up the soil, but leave some of that impaction, and start to grow grass putting some oxygen to the soil. He noted that the number one thing that they wanted to do when growing grass was apply granular fertilizer. He stated that they have listed in their top program four applications of complete granular fertilizer throughout the growing season. He stated that Bermuda grass that they considered in the growing season, must have the medium temperature of 150 degrees, so the high and low throughout the day must equal 150 degrees. He explained that in Florida, they would not be getting that until June, which was now. He noted that they would have to load it up with some

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more fertilizer. He explained that instead of getting the grass to grow vertical, they were going to try to get some lateral growth to get some of the bare spots to fill in. He mentioned the weekly reel mowing as well in his presentation. He added that the more they rough it up, it would revitalize, rejuvenate and come back thicker, fuller and faster. He concluded his presentation stating that this was the most expensive program, and the only difference was how many applications they were going to do. The question was asked about how long it would take to start seeing results and about doing one field at one time and another field at another time, so they wouldn't have to close certain athletic events. Mr. Mays responded that in a perfect scenario, he would expect to be able to turn a field around in a year. He explained that would be shutting a field down and monitoring foot traffic. He stated that maybe if they could go through all the process of shutting one field down at a time and maybe start on a small field and then the big field, they could use for all their events.

Ms. Young asked if this was a project that would benefit them for years to come. Mr. Mays responded that it was not a one and done project. He further explained that this would be a yearly application. Mr. Walden asked if they were the only field that were having these issues and if so, were they providing the same services at the other locations. Mr. Mays responded that for Vesta, yes, everything was with the minimum program. Mr. Walden stated that for years, they have not been getting the full results and he had a problem with that. He noted that he disagreed with shutting down half of the field. He added that if they were going to do it, they must do it the right way. He explained that they must make sure that they make provisions for all the people who utilize the area before they do this.

Ms. Young asked what the total they would spend on this in five years. Mr. Wheeler responded that personally he would recommend nothing less than the second package for the first because they could scale it down a little bit, but they still wanted to continue to give it the complete treatment that it needs. Mr. Walden asked if it was more than what they had been doing in the past. Mr. Wheeler responded that it was certainly more than what they were doing now. Mr. Mays stated that those fields were as hard as a rock. Ms. Reynolds stated that they did the aerification last year and it did nothing, so as a Board, they just wanted to make sure that the money that they invest in this was going to be something that was sustainable versus artificial turf. Mr. Mays explained that in their program, they were talking about four aerifications throughout the growing season, so this would be a reoccurring process. Mr. Walden asked if they wait until June would they miss the window of opportunity to get started. The response to his question was that they didn't think so.

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Ms. Reynolds asked Mr. Oliver how long it would take Mr. Haber to get a CDD contract in place in order for them to move forward. Mr. Oliver responded that Mr. Haber could get an agreement in place relatively quickly once they have a proposal approved by the Board. Mr. Walden addressed Mr. Wheeler about keeping foot traffic off the field stating that they would have to elevate their security awareness of how they stop people from playing on the field, but there was a way. Mr. Wheeler agreed with Mr. Walden's comment. Ms. Young pointed out the mention of a special meeting to approve the contract with Agrow Pro if they need to push this along. She asked if they could include the VerdeGo contract as well adding that they were supposed to get the VerdeGo contract and they needed to approve that contract as well. Mr. Oliver responded that he thought he remembered updating the VerdeGo contract for FY 2024. After Board discussion, it was decided for Ms. Reynolds to work with the Operations Manager, Mr. Wheeler, to review options for consideration of best long-term approach and future related costs. It was also noted that the cost share arrangement with other frequent field users may be developed.

Mr. Oliver asked if Mr. Starling had anything to share with the Board. Mr. Starling responded that the enhancement starts next week, and it would take about a week to do. Mr. Walden told Mr. Wheeler to make sure all the areas that they were doing have signs saying it was under construction. Ms. Young asked if they could make sure that the turnaround time to get flowers back was not a week or two weeks at a time. Mr. Starling responded yes, they could, but it would take a little bit of time. Ms. Reynolds asked when the median project was going to start. Mr. Starling responded Thursday. Mr. Oliver stated that Mr. Wheeler was responsible for conducting the final inspection and approving payment only after he determined the median enhancement work was completed to standard, in accordance to the terms of the contract.

SIXTH ORDER OF BUSINESS

Discussion of Revenue Sharing

Mr. Oliver presented the discussion for revenue sharing, which he turned over to Mr. Nierengarten. Mr. Nierengarten discussed Vesta/Amenity Athletics revenue sharing agreement with the CDD. He provided detailed analysis of data generated from various seasonal programming. He stated that he discussed with Mr. Fagen and Ms. O'Lear at length and explained that on the first couple of pages they took a stab at the revenue share based on the residents and the non-residents for a complicated situation where they have part of the league playing on their field and part of the league playing on another field. He noted that they came close to a solution,

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but that changed a little after talking with Jay. He further explained that the bottom line was that the loss of use of the space was the same no matter if someone comes in charging \$1 or \$100,000. He stated that it made more sense to him that if they have the space and someone wants to use the space, they have a cost associated with using the space by the hour, by the day, or the amount of the pool. Then, they could look at that schedule of when the space is available for community or when that space is available for rental, just like their gazebos, etc. He added that it was just a flat rate that people pay. He explained that as far as the amenity athletics go, they would charge 10% revenue plus \$5 for non-residents.

After discussion of Vesta's contract by Board members, Mr. Nierengarten stated that in the contract with Vesta it says that Vesta was supposed to provide programs to the community with the revenue share of 10%. He noted that if they did an addendum that flushes out that part of the contract that says revenue sharing, then they would reevaluate it when Vesta's contract runs up giving them an opportunity to look at the situation to see where they were at. He added that this was just a stopgap between now and the next cycle of property management. He stated that he was going to continue to work with them on that, the schedule of the fields, the tennis courts, pool area, etc. that way everyone could see what's being used, the money that they are getting from them and then ask if it's worth putting their residents out so they can't use these facilities based on the revenue that they were getting in. Ms. Reynolds stated that a lot of that comes with reporting too. She explained that perhaps if they were to make an Excel spreadsheet of all the residents that were utilizing the services and all the non-residents, then the Board could review it to see that the numbers match up. She explained that it was amazing that Mr. Nierengarten put this together, but she was hesitant about the numbers because she was out there and saw how many people were involved in those sports and some of the numbers were low. She stated that she appreciated what Mr. Nierengarten put together, but she felt that there needed to be more of a formal process from a checks and balances standpoint to know that what they were receiving was good data. Mr. Nierengarten stated that Mr. Jay shared the complete financials for every single penny that they spend on this property. Ms. Reynolds responded that was fine, but Vesta was a vendor of theirs as well, so they needed to keep that in mind. Mr. Nierengarten clarified that he was saying that he had not got that from Mr. Fagen or Ms. O'Lear before and now Mr. Jay had opened everything to them. He further explained that talking with Mr. Jay and continuing to talk with the Board, they would be able to get whatever numbers they need from them.

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After Board discussion, Mr. Walden stated that they needed someone to educate them on how this system works. Ms. Reynolds stated that perhaps that means them changing their policies as a Board as to what the amenity offers or allows. She explained that there had to be a transparent reporting system so that they could have the numbers to know exactly what their contract should be. Mr. Nierengarten stated that he would be happy to if everyone wanted to do it together as a workshop. Ms. Reynolds noted again that she just wanted transparency when reporting the numbers and she wanted to move forward with getting a 10% on all their contracts and they needed to review the \$5 non-resident fee because they were getting less for non-residents than they were for residents. Mr. Walden stated that if Mr. Oliver didn't mind, they needed to do another workshop. Mr. Oliver stated that the revenue sharing discussions wouldn't have a big impact on the budget, so he suggested to get the budget process out of the way and schedule a workshop either in July or August because they have time to work through this to get it right. Ms. Reynolds responded that they were talking about redoing the field, which affects the budget. Mr. Oliver stated that FY 2024 budget includes \$25,250 for the first treatment. Ms. Young stated that as a Board member, she would prefer to go ahead and get it over with because she didn't want this to continue. She noted that they had been talking about the revenue sharing issue at every meeting for the last few months. After Board discussion, it was decided to schedule the workshop meeting for July 24th at 8:30 a.m.

SEVENTH ORDER OF BUSINESS**Discussion of Adult Swim Policy**

Mr. Oliver presented the discussion for adult swim policy. Ms. O'Lear explained the adult swim policy to the Board. Ms. Young noted that right now they didn't need to change the policy in the middle of the summer. She suggested to wait until the fall season and then they could address it again. She added that if they do make the change to extending the time, she felt that the adult swim time should be extended as well. After Board discussion, it was decided to not change the existing policy at this time.

Mr. Oliver stated that they had some input under the audience comments earlier today about the hours of swim lessons and he asked if the Board wanted to discuss that. Mr. Walden responded yes. Mr. Nierengarten stated that they had a current contract with hours of swim. Ms. Young stated that for certain programs, they need residents only. She further explained that it should be program by program whether they allow non-residents to participate because the pool was already

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overcrowded. Ms. O’Lear asked if she felt the same for the swim team or was it just the swim lessons. Ms. Young responded that she was referring to the swim lessons. Mr. Nierengarten noted that the other thing that was noted in the audience comment was that there was not a lot of space. He asked if they could do something as far as the spectators go so that they don’t encroach on the other residents at the pool. Mr. Nierengarten stated that there was a coffee truck and food truck at the flag football event on Saturday. He asked if they could look at providing a space for those vendors that’s not in the parking lot because there were so many people. Mr. Walden asked where he thought they should put them. Mr. Nierengarten asked if they could put them in the grass between the sidewalk and the white posts. Ms. O’Lear responded yes. Ms. Young asked if it was possible to talk to the swimming coach about the swim lessons starting a little earlier, so they could end earlier. Ms. O’Lear responded that she would work on that. Ms. Reynolds noted that she personally didn’t feel the swim lessons should be seven days a week, but it should be six days a week with a day reserved just for residents on Saturday or Sunday. Ms. Young agreed with Ms. Reynolds statement.

Mr. Oliver addressed the item regarding the private event rental policies for Veterans Park venue. He noted that they had spoke about it at the last meeting. He suggested that maybe they could sit down and separate those policies out to determine what those policies should be. He noted some of the items to address would be how many people could attend private events, , what the rules of the road were such as serving of alcohol, and address related comment made at the top of today’s meeting. He added that he thought for the 2024 election cycle, it would be a great idea for them to come up with some way to invite candidates to address the residents of Bartram Springs. He also clarified that the CDD did not advertise for the previously discussed event, and it wasn’t a CDD event. He stated that Bartram Springs logo is not owned by the CDD.

Board discussion ensued on the event that took place on May 7th, and it was decided that the residents violated their rental contract agreement and the Board approved suspension of rental privileges for six months for violation of terms of executed rental agreement: (a) exceeded guest count limit (b) allowed the serving of alcohol. The District Manager, Mr. Oliver, will send suspension letter to the residents.

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the Residents Suspended from Rental Privileges for Six Months
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after Violation of Terms of Executed Rental Agreement for Event at Veterans Park, was approved.

EIGHTH ORDER OF BUSINESS

Discussion of Fiscal Year 2024 Budget

Mr. Oliver presented the discussion of Fiscal Year 2024 budget. He stated that they were going to have a public hearing on July 10th at 6:00 p.m., which will be for the adoption of the budget. He stated that once they adopt the budget, they would put the certified assessment roll and send that through the tax collector. He noted that mailed notice had been shipped to the company that processes the mail, so they should begin to get mailed notice of the public hearing within the next week. He explained that what the numbers were in there were the same numbers that they approved in their budget in May.

Mr. Oliver stated that roughly they were looking at an assessment increase in the 5% range. He noted that the two biggest contributors that they would see on there was property tax increases and the capital reserve fund increase from \$229,000 to \$241,000. He stated that they would continue to look at the budget, but he asked the Board if they had any line-item changes that they wanted to discuss today. He added that this increase was similar to what he was seeing at District's across the Board this year largely because of inflation. He stated that they had a new line item in there for the Recreational Field where they put the \$25,250, which was a placeholder right now and they could decide what to do once they get to the budget process.

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NINTH ORDER OF BUSINESS**Update Regarding Comcast Revenue**

Mr. Oliver presented the update regarding Comcast marketing revenue. He referred the Board to the statement from Comcast on page 43 of the agenda package for review. He stated that the District received a payment amount of \$5,800 and it was for January 2023 to March 2023.

TENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Haber had nothing to report to the Board.

B. Engineer

There being no comments, the next item followed.

C. District Manager – Report on the Number of Registered Voters (3,656)

Mr. Oliver stated that they had a letter in the agenda package from the office of the Supervisor of Election. He explained that letter showed that as of the middle of April, they had 3,656 registered voters in the District. He noted that they were required by Chapter 190 Florida Statue to put that on the record each year.

D. General Manager – Report

Ms. O’Lear presented the General Manager’s report. She explained that outside of her report, she received a letter from a resident who asked her to share his thoughts with the CDD leadership. She further explained that the resident wanted to let them know how thrilled he was with the conditions of the pools. He was extremely complimentary of the presence of the Bartram Springs Barracudas. He feels very strongly about those types of events for the kids. She stated that it was a great letter. Ms. Young asked if there was any policy in place if there is a private swim coach and they want to come early in the morning. Ms. O’Lear responded that policy did not exist. Ms. Young asked for clarification that it was not prohibited. Ms. O’Lear responded that it was not as of right now. Ms. Reynolds asked if Ms. O’Lear could go over what the participation was and what they had coming up for this month in the highlights at the next meeting. She also asked about the “*Men’s Day: Axes and Ales*” event. Ms. O’Lear explained that this event was a men’s night event. There was further Board discussion on reviewing the costs. Ms. Reynolds noted that she was more concerned about the Axes than she was the Ales. She further explained that they like to apply the rules differently sometimes when it comes to alcohol, and she wanted to make sure that

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they were covered from an insurance standpoint to have the two in one location. Ms. Reynolds asked if it had been promoted already in the monthly flyer. Ms. O’Lear responded that it had been promoted. Ms. Reynolds stated that she was made aware of an issue of a roof leak when it rained and that it was coming through the fan underneath the awning. She noted that she felt that they should want to prioritize this type of situation over other things. Mr. Wheeler responded that they were looking for a new roof for this. Ms. Reynolds asked if it could be patched or fixed so that water wasn’t coming through. Mr. Wheeler responded that the shingles had to come off to fix the problem, so they were looking for a new roof. Ms. Reynolds asked about the maintenance cleaning of the pool. Mr. Wheeler responded that it was time for the maintenance cleaning.

E. Operation Manager – Report

Mr. Wheeler reviewed the Operation Manager report to the Board. The first item he reviewed was the tree removal by the City of Jacksonville. It was noted that the issue of the tree leaning was caused by the replacement of the sidewalk and subsequent irrigation leak. He explained that the tree was going to have to be removed because it was a safety concern. The next item he reviewed was the front monument motor repair. He explained that the case that holds the pump has had a small hole for some time which has now become troublesome and several very small “pin” holes have emerged which affect the priming of the pump and ultimately the function of the fountain. He stated that last month the Board approved a pump and motor replacement. He added that at no cost to the CDD, they utilized a warranty replacement of the housing, therefore there is a spare housing that St. Augustine Motor Works possesses and was willing to install at a much lower cost than usual. The cost is \$6,500, which is saving the District a minimum of \$2,300. He noted that in this situation, they were not able to obtain comparable proposals due to the usual situation with having the pump housing due to warranty repair. He noted that it was requested that a not to exceed cost of \$6,500 be approved for the installation and repair of the entryway water feature. A formal proposal was requested. After Board discussion, the Board agreed with the recommendation.

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On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor (Ms. Reynolds was not in the room at the time the vote took place), the St. Augustine Motor Works for Installation and Repair of West Entry Monument Motor for Water Feature with a Not to Exceed of \$6,500, was approved.

Mr. Wheeler reviewed the next item on his report which was dog park mulch. He noted that along with obtaining pricing for a potential new shade structure for the dog park, they were currently in need of replenishing the mulch for that area. Mr. Walden asked when the last time that was mulched. Ms. Young responded that it was a little over a year ago. Mr. Wheeler added that the height of the mulch on the playgrounds needed to be a minimum depth of 7 ½ inches for safety concerns. Ms. Young stated that her and Mr. Wheeler talked about the coverings at the dog park, and they were going to table that to a later time because she understands that there were other coverings that need to be repaired. Mr. Wheeler reviewed the next item on his report. He stated that the current heaters for the sauna were 2008 model and in need of replacement. It was noted that the cost from the Finlandia distributor for two heaters was \$1,670. Also, it was noted that the writer was obtaining installation costs but would anticipate approximately \$2,000 at this time. The next item in his report was the basketball court resurfacing. It was noted that in 2020 the basketball/tennis courts were resurfaced, and it was time for that to be repeated. The proposals for the courts resurfacing will follow. He reviewed the next item on his report which was the well motor security enclosure. He explained that during the month of April, they installed a new well pump for the out bound pond. The “*tuffbox*” is priced out for the cost of approximately \$6,500, which is too costly for that type of product. Therefore, they are looking to spend approximately \$1,200 in materials for fabricating their own security enclosure. Lastly, he noted that the installation of the elm tree was expected for June 20, 2023. He stated that he would be happy to answer any questions.

Mr. Wheeler presented a proposal for air conditioning repairs at the Bartram Club social room totaling \$14,780 and would take about eight to twelve weeks. He noted that he was looking for two more proposals. It was also noted that two key considerations were cost and time schedule.

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THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – July 10, 2023 at 6:00 p.m. @ Bartram Springs Club Amenity Center

Mr. Oliver stated the next meeting will be on July 10, 2023 at 6:00 p.m. in the same location.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Walden, seconded by Ms. Reynolds, with all in favor, the meeting adjourned.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Andrew Walden

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Chairman/Vice Chairman