

BARTRAM SPRINGS
Community Development District

November 13, 2023

AGENDA

**Bartram Springs
Community Development District**

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.BartramSpringsCDD.com

November 6, 2023

Board of Supervisors
Bartram Springs Community Development District

Dear Board Members:

The Meeting of Bartram Springs Community Development District is scheduled for **Monday, November 13, 2023 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 October 9, 2023 Meeting
- IV. VerdeGo Update
- V. Consideration of Renewal of Barracudas Swim Team Agreement
- VI. Consideration of Proposals
 - A. Lower Roof Replacement
 - B. Paver Cleaning and Resealing
- VII. Consideration of Resolution 2024-01, Authorizing RFP for Landscape & Irrigation Maintenance Services
- VIII. Acceptance of Resignation from England-Thims & Miller and Authorization for Staff to Issue RFQ
- IX. Review of RFP Scope of Services for Amenity Management

- X. Consideration of Resolution 2024-02, Amending the Fiscal Year 2023 General Fund Budget
- XI. Public Hearing Adopting Amenity Rates (Annual User Fee), Resolution 2023-03
- XII. Discussion of Vesta Revenue Sharing
- XIII. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - D. General Manager - Report
 - E. Operation Manager - Report
- XIV. Supervisor's Request and Audience Comments
- XV. Financial Statements
 - A. Balance Sheet as of September 30, 2023 and Statement of Revenue & Expenditures for the Period Ending September 30, 2023
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XVI. Next Scheduled Meeting – December 11, 2023 at 8:30 a.m. @ Bartram Springs Club Amenity Center
- XVII. 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, October 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	Chairman
Derri Lassiter Young	Vice Chairperson
Stephanie McKinney	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 Club Manager
Winslow Wheeler	Operations Manager
Stephanie Taylor	Vesta Assistant Manager
Jay King	Vesta
Bruno Perez	VerdeGo
Bryan Wackes	VerdeGo
Paul Lukert	VerdeGo

The following is a summary of the actions taken at the October 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. Five Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver opened the audience comment period.

Resident John Bloom (6177 Lowmoor Way) was present on behalf of the non-profit Bartram Springs Barracudas swim team asked if the Board had any contract feedback or changes requested by the Board or Vesta. He also stated that they would like to see the contract in place so they could set their registration at the beginning of the new year. Ms. O'Lear noted that in the past any changes the Barracudas wanted to make, they submitted it, and they added it to the agenda for Board discussion. Then, they would have the Board come prepared with any points that they want to evaluate or make decisions on. She explained that if they liked the agreement as is, then the next step was to circulate the agreement among the Board, and they come to the next meeting prepared to discuss anything they may want to change. Ms. Reynolds made some recommendations to consider for the contract. She stated that before they bring the contract forward to them, the Board should consider that the swim team takes \$5 per swimmer, per season and there is no difference in the residents versus the non-residents fees. She also commented on the space being used. Mr. Nierengarten suggested that it would be helpful to have an idea of the schedule.

Resident Dana Davis (6367 Crab Creek) noted concern of the extreme heat in the summer at the playground. She stated that the slides measured 132.1 degrees. She asked for the Boards consideration of getting a shade structure for the park. Mr. Walden responded that they had investigated getting a shade structure for the park and they were working on it now. Brief discussion ensued on possible shade structure options. The Board thanked Ms. Dana Davis for her input and they agreed with her concerns.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the September 11, 2023 Meeting

Mr. Oliver stated the next item was approval of the minutes of the September 11, 2023 meeting. Mr. Oliver asked for any comments, corrections, or changes to the minutes. The Board had no changes to the minutes.

On MOTION by Ms. McKinney, seconded by Mr. Walden, with all in favor, the Minutes of the September 11, 2023 meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Proposals****A. ATV / Utility Cart**

Mr. Wheeler presented the proposals for the ATV/Utility Cart. He explained that he and Mr. Nierengarten worked together on this, and they were at a point where they were ready to purchase if the Board decides to do so. He noted that everything in the bill of sale was settled, and it would be street ready and street worthy. Mr. Nierengarten stated that a vehicle was needed to accomplish the functions of the dog station, the volleyball sand, and other miscellaneous things. He explained that the vehicle, the upkeep of the vehicle, the registration, the insurance was not necessarily things that they needed to be involved in, so he suggested that they provide an amount of money either given all upfront or over a period of years for the vehicle and then a monthly stipend for the costs of maintaining and upkeeping the vehicle. Then, Vesta can choose with that money that they allocate to pick whatever vehicle they want and whatever insurance they want. He further explained that he was thinking either a lump sum or a structured payment for a vehicle in the value that the Board thinks the community needs. Then, with that money Vesta decides what vehicle they want, they manage the vehicle, they manage the training for the individuals driving the vehicle, they make sure whoever drives it has a driver's licenses, they make sure its road worthy, etc. He noted that it was a necessary thing for the operations of Vesta, but not necessarily for the CDD to manage. He stated that it would be a Bartram Springs dedicated vehicle but managed by Vesta.

Mr. Walden commented that this was a Vesta issue, and he didn't feel like the CDD should be involved in it. Mr. King responded that he understood Mr. Walden's point. He also provided a few analogies to better explain the situation. After further Board and staff discussion, Ms. Young stated that no matter which way it goes, they will be paying for the ATV/utility cart and the maintenance. She also stated that if Vesta buys it, the CDD will have to reimburse them, and it will be Vesta's vehicle, not the CDD's vehicle. She noted that the ATV would be coming out of the CDD's pocket for a Vesta employee to utilize. She pointed out that Vesta didn't value their employees to the extent that they can't provide the resources for their employees to have so they won't have to use their personal vehicles. She further explained at this point, she didn't think the CDD should purchase the ATV/utility cart. Ms. Reynolds asked why now was this ATV/utility cart so important to have. Mr. Wheeler stated that when he first got there, he asked about it and it wasn't an option. He explained that the ATV would make it easier and would help the community in general. Ms. Reynolds clarified that a Vesta employee did have something on the back of his

vehicle that was for picking up trash from the stations and the trash wasn't going inside his personal vehicle. She suggested that a \$2,000 golf cart would accomplish the exact same thing and she would be willing to say yes to that, but if they were to vote on this proposal that was presented now, she would say no.

Ms. McKinney stated that she personally felt that it was super irresponsible for the CDD to allow Vesta to use their personal vehicle in such a manner and not provide something. She further explained that it was necessary for them to provide something, and she personally wants something that makes their community look nice and not get something that looked cheap like a golf cart. She noted that it would be an investment. Mr. Nierengarten read over the facility and grounds maintenance policy. Mr. King clarified that Vesta didn't provide any of their own equipment. Ms. Young stated that this was out of their scope and this situation should be between Mr. Wheeler and Vesta. Mr. Walden stated that he was turning this back over to Vesta because the Board was not interested. He felt that the money would be better spent toward a shade structure for the playground. He thanked them for their proposal, but he also felt that this situation should be between Mr. Wheeler and Vesta. Ms. McKinney asked when they would be able to renegotiate the Vesta contract. Mr. King responded that it would be in the next budget season, typically in the early spring for maintenance decisions. After Board discussion, it was decided to defer purchasing an ATV/utility cart until the Fiscal Year 2025 budget process.

On MOTION by Mr. Walden, seconded by Mr. Nierengarten, with all in favor, Deferring to Purchase ATV/Utility Cart until the Fiscal Year 2025 Budget Process, was approved 5-0.

VerdeGo presented results of the detailed property evaluation/inspection. Board and staff discussion ensued on the detailed property inspection results and what was needed in the future. The Board thanked VerdeGo for being there and presenting the results of the report.

B. Night Swim Lighting Repairs

Mr. Wheeler presented the night swim lighting repairs proposals to the Board. He noted that they were very fortunate to get the lights repaired for the two shoebox lights, which were replaced under warranty, and it saved them \$1,000. The Board and staff discussed the night swim lighting repairs, the different options available, and making sure they meet the lumen requirements.

Mr. King stated that Vesta would do further research on what the best approach would be. Mr. Wheeler presented the proposal from Dobson Electric to repair the night swim lighting for a total of \$5,430, which the Board agreed with.

On MOTION by Ms. Reynolds, seconded by Mr. Walden, with all in favor, the Proposal from Dobson Electric to Repair the Night Swim Lighting Repairs Totaling \$5,430, was approved.

C. Veteran’s Park Awning and Fabrication

Mr. Wheeler presented the Veteran’s Park awning and fabrication proposals. The options of raising the awning or just replacing the shade was discussed by Board and staff. Different awning options were discussed by the Board. After Board discussion, it was decided to first seek to patch or repair the awning. If the first option was not possible, it was decided to contact Thompson Awning at a not to exceed cost of \$12,000 and hopefully negotiate a lower cost.

On MOTION by Ms. Young, seconded by Mr. Walden, with all in favor, First Seeking a Patch or Repair the Awning, and if not possible, Contact Thompson Awning at a Not to Exceed Cost of \$12,000 and Hopefully Negotiate a Lower Cost, was approved.

D. Rust and Copper Stain Removal

Mr. Wheeler presented the rust and copper stain removal proposals. The Board and staff discussed the different stain removal methods that the different proposal companies use. The Board agreed and approved the Big Z proposal for \$3,712.50.

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the Proposal from Big Z for Rust and Copper Stain Removal for \$3,712.50, was approved.

FIFTH 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

Mr. Oliver stated that they ended their fiscal year on September 30th. He noted that in the agenda package for the November meeting will be the end of the year financials.

D. General Manager – Report

Ms. O’Lear reviewed her General Manager Report. She noted that she included in her report the events recap of the previous fiscal year. Ms. Taylor handed out two pages of the 2022/2023 events as well as a projection of the 2023/2024. She explained that the biggest issue that they were running into was that the vendors were getting more and more expensive as they go. She stated that her goal was to bring down the amount that they spend compared to last years. She further explained that one of the things that she did was that she added more expected expenses into their bigger programs and decrease the amount that she was putting toward the Fourth of July event, Mother’s Day event, Father’s Day event, etc. She continued discussing the Fiscal Year 2024 special events and budget.

Ms. O’Lear updated the Board on the rental staffing update stating that since the last report, they staffed 7 of 8 pool deck gazebo parties, returning one staffing fee for the party on 9/30. She noted that all 11 Social Hall parties were staffed, and they returned all security deposit checks without issue. Next, Ms. O’Lear reviewed the Badge System Audit process stating that they decided to add a step this year in terms of updating the photos. She noted that this year as part of the audit process, they will be sending a call to residents to come to the Amenity Center to update their photos. Following that, Ms. O’Lear gave a supervisor visit update stating that Supervisor Reynolds stopped by the front office several times this month and on Thursday September 28, she went into the office to speak with and observe staff. It was noted that following Ms. Reynolds visit, Ms. O’Lear reached out to the remaining Supervisors inviting them to do the same. The next item Ms. O’Lear reviewed was the overnight parking update, the current policy and her recommendations. This item was briefly discussed by Board and staff. Next, she included in her report the strikes and suspension update with one suspension being lifted and one suspension that was still active. She noted that she had a meeting today with the parents of the children involved in the Fourth of July incident and they will have a full restitution payment made by October 18, 2023, at the latest. Ms. O’Lear reviewed the QR Code Survey update and the feedback results. The next item reviewed by Ms. O’Lear was a policy update for personal training in the gym. The

current policy states, “Use of personal trainers is not permitted in the Fitness Center.” It was noted that in 2021 the Board allowed the opportunity to allow personal trainers who met all fitness vendor requirements and who had a revenue share agreement on file. In 2023, the Board allowed Ms. O’Lear to make certain exceptions to the policy in the case of medical necessity with the creation of a waiver policy to this rule for residents training under a doctor’s advice. She explained that residents bring personal trainers into the fitness center almost daily and it oftentimes happens in the early morning hours before they have staff to monitor gym activity, but sometimes it happens during the day and staff was faced with interrupting the gym session, discussing the policy, and asking the trainer to leave. Resident Kristina Johnson hired a personal trainer to work with her in the Fitness Center and she was requesting the Board to amend the policy and allow personal trainers in the fitness center. She explained that in speaking with Mr. Nierengarten about this policy, he suggested that if a resident brought in a trainer as a guest and the trainer wasn’t soliciting other clients, it wouldn’t count as a “program” requiring an agreement to be in place. After Board discussion, it was decided to think more on this item and leave the policy in place for now and table it until the next time. The manager on duty/manager on call system instituted last spring was explained by Ms. O’Lear and it was noted that they had received positive feedback from residents who had reached out directly when the situation warranted. Ms. O’Lear’s last item reviewed was the programming revenue update.

E. Operation Manager – Report

Mr. Wheeler presented his Operation Manager Report to the Board. He stated that the lap pool submerged light repairs were completed by Epic Pools and the invoice was being processed. He noted that the slide tower structural integrity review was done, and their report will be available within a couple of weeks. He explained that the basketball court resurfacing will be done in November. He gave an update for the JEA substations cleanups stating that he was going to follow up with the vendor to see how much was done. He pointed out that the tree was under warranty. He presented a pamphlet for the new roofing for the Amenity Center.

SIXTH ORDER OF BUSINESS**Supervisors Requests and Audience Comments**

Mr. Nierengarten asked if they could do orange for October for the light in the front. Mr. Wheeler responded yes. He also asked when the 10% revenue share would kick in for the third-party vendors. Ms. O’Lear and Mr. King responded that it would be in January.

Ms. Reynolds pointed out that the women’s restrooms at Veterans Park was out of soap and the men’s restroom hand-dryer was not working. She asked if there was any way they could turn on the bottle filler water station at Veteran’s Park. She discussed the staffing at the office during planned CDD events. She recommended having staff older than 18 years of age for the CDD events specifically.

Ms. McKinney stated that just having someone part time at the office to make sure the doors are open and closed would be sufficient and they shouldn’t need someone 18 years or older than 18 years. She explained that it would be a wise decision to make sure they have someone onsite during an event. She stated that it was important that they set a good example as Board members and residents. Mr. Wheeler asked if they could go ahead and have the tree removed. Ms. McKinney responded to go ahead and remove it because it looked awful.

Mr. Walden told the Board to not lose focus. He pointed out two things for the Board, strategic support and operations support. He further explained the strategic support and operations support. He recommended having two meetings a month to shorten the meeting times and to help split up the information presented by staff and Board. His last comment was that he was confident in what the staff does with their policy and procedures.

Ms. Young commented on the recommendation to have two monthly Board meetings a month stating that it was a good idea. She also recommended that they have one in the morning and one in the evening. Ms. Walden recommended that the Board digest this suggestion and bring it back to the next Board meeting for further discussion.

Ms. Reynolds wanted to motion now that they were done with their fiscal year, to put out an RFP for property management services for all the proposals to be in prior to the December meeting to be reviewed.

On MOTION by Ms. Reynolds, seconded by Ms. Young, with Ms. Reynolds, Ms. Young and Mr. Nierengarten in favor and Ms. McKinney and Mr. Walden opposed, Initiating RFP Process for On-Site Staffing Services, was approved 3-2.

It was noted that the first step was development of scope of services for Board review at the November meeting. Board discussion ensued on the property management services. Mr. Walden stated that he wanted to see more strategical support than operational support because if they do operational support, they miss out on the bigger picture.

A resident commented on speeding. Ms. Reynolds stated that as a Board they could ask them to change the speed limit on some of the smaller streets. She stated that for any type of actual measures, they would have to ask their local leaders and city council members. She noted that they were adding a crosswalk. She recommended that the community reach out to their local leaders and city council members about this issue. The Board thanked the resident for her input.

SEVENTH ORDER OF BUSINESS

Financial Statements

A. Balance Sheet as of August 31, 2023 and Statement of Revenue & Expenditures for the Period Ending August 31, 2023

Mr. Oliver reviewed the financial statements. A copy of the financials was included in the agenda package. The capital reserve balance is \$243,000.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package. The District is 100.33% collected.

C. Approval of Check Register

Mr. Oliver presented the check register for review.

On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Check Register, was approved.

EIGHTH ORDER OF BUSINESS

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

Mr. Oliver stated the next meeting will be on November 13, 2023 at 8:30 a.m. at the Bartram Springs Club Amenity Center.

NINTH ORDER OF BUSINESS

Adjournment

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

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SIXTH ORDER OF BUSINESS

A.



PROPOSAL SUMMARY: AMENITY CENTER LOWER ROOF REPLACEMENT

Date: 11/13/2023

BACKGROUND: The original roof at the Amenity Center was built in 2006, with the “lower-level” portion (as seen from the pool deck) covered with concrete tile, and the “upper-level” utilizing standing seam roofing (that looks like a tin roof). While the upper level is still in good repair, the lower-level concrete tile has been subject to numerous repairs due to leaking in the Flex Room, “flats”, Social Hall patios and upper deck restrooms. The concrete tile portion of the roof has reached its life expectancy, we can expect that as the conditions worsen, so will the leaking and damage.

PROJECT SCOPE QUOTED:

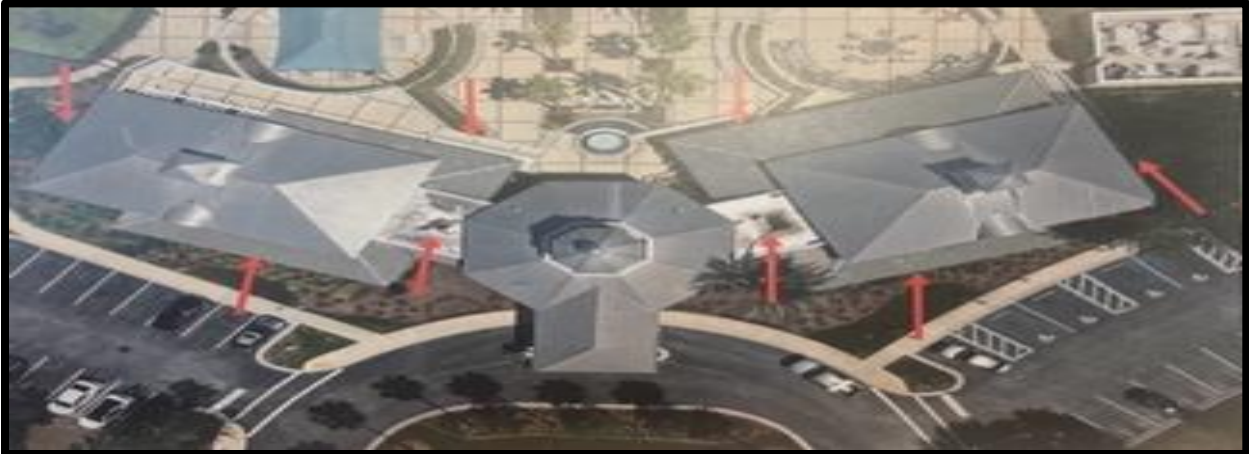
- ✓ **STANDING SEAM:** Would match the current upper level roofing, least expensive (55k-64k)
- ✓ **CONCRETE TILE:** To replace with the same Flat concrete tiles (mid-range pricing, 66k-72k)
- ✓ **SYNTHETIC TILE:** Looks very similar to the concrete tile, but much more durable, increased pricing (approximately 80k)
- ✓ **DECRA METAL ROOFING:** Maximum pricing (approximately 88k)

BID RESPONSE SUMMARY:

VENDOR	TOTAL COST	COMMENTS (Warranty info, variances with other proposals, etc.)
MIGHTY DOG ROOFING	Standing Seam \$ 64,000.00 Concrete Tile \$ 72,000.00 Synthetic Tile \$80,000.00 Decra \$ 88,000.00	There are differences in repairing the “flat roof”. One version is a complete reconstruction of the area to include new ISO board (Poly ISO Tapered insulations consist of a closed-cell polyisocyanurate foam core laminated to heavy, (non-asphaltic) glass fiber reinforced felt facers), reworking the pitch of the area for drainage and resurfacing with Dura-Last (poly-viny). This is an <u>additional cost</u> \$ 5500.00 to the new lower-level roof. Second, the <u>price includes</u> a 'layover' installation which means we are removing the current 'white' material and installing a new sealant layer of the Dura-Last material. This roofing system would solve our issues with leaking while restructuring all drainage issues and pitching the roof properly. This is a commonly used solution but does not include replacing any existing materials that MAY be damaged, i.e. plywood or trusses.
HP STORM RESTORATION	Standing Seam \$ 55,150.00 Concrete Tile	This vendor will remove all existing “white areas” (TPO Boards), replace all damaged and rotted wood repair the drainage and assure the roof pitch and apply the new sealant. This would be an additional cost of \$

	<p>Awaiting Proposal</p> <p>Synthetic Tile \$66,180.00</p> <p>Decra \$ 59,565.20</p>	10,500.00 to the chosen style of roofing for the lower-level roof.
CHILDERS ROOFING	<p>Standing Seam \$ 98,900.00</p> <p>Concrete Tile Awaiting proposal.</p> <p>Synthetic Tile Awaiting Proposal</p> <p>Decra Awaiting Proposal</p>	<p>This vendor will lightly pressure wash the field of roof, parapet walls and RTU equipment curbs as best as possible for a smooth and clean workable surface. Add Primer to the entire roof area for better adhesion. Repair roof deficiencies as needed prior to coating the roof. Apply new silicone mastic roof coating over each vertical and horizontal lap. Apply new silicone mastic roof coating along each soil pipe, pitch-pan, roof vent and roof scupper per manufacturers specifications. Apply new high solids silicone roof coating over the field of roof per manufacturers specifications. (1.5 gallons per Sq.) Apply new high solids silicone roof coating along the parapet walls and equipment curbs per manufacturers specifications. This would be an additional cost of \$ 7,900.00 to the chosen style of roofing for the lower-level roof.</p>
COVENANT ROOFING	Declined	Declined to bid.

RELEVANT PHOTOS:



Aerial View of Amenity Center



Standing Seam



Concrete Tile



Synthetic Tile



Decra Metal

STAFF RECOMMENDATION: We recommend using the Standing Seam roof, utilizing Mighty Dog Roofing. This choice matches the existing roofline while reconstructing the “flat roof” area that is experiencing leaking. Mighty Dog has been very responsive to our needs and much more detailed than other vendors.

FUNDING SOURCE: As of this writing, there is \$243,107 in the budget for capital projects.



*Pitched Roof
Solutions*



Pitched Roof Solutions

Mighty Dog Roofing recommends installing either standing seam metal or flat concrete tile. There are additional options available, listed below:

- Standing Seam Metal Roofing
- Flat Concrete Tile
- Synthetic Tile
- Decra Metal Roofing Tile



Standing Seam Metal Panels

Benefits:

- Closely matches all other pitched roofs at Bartram Springs.
- Lighter material
- Durable material
- Strong material warranties
- Less expensive than tile

Challenges

- No major challenges with installing this material



Concrete Tile

Benefits:

- Clean look
- Long-lasting material
- Consistent look and feel of the existing material
- Available in many color options and patterns

Challenges

- Heavy material, ~11 lbs / tile
- Longer lead-time from local manufacturers. Available faster with interstate shipping fees



Composite Blends

Benefits:

- Several options: Cedar shake, Slate.
- Very clean look
- Several colors available,
- Specially manufactured for long-lasting material, best in class UV blockers and UV inhibitor technology (HALS).
- Very light material
- Superior wind lift protection.
- Extremely strong material, will not crack or chip.

Challenges

- More expensive than metal/tile
- Potential lead times for availability



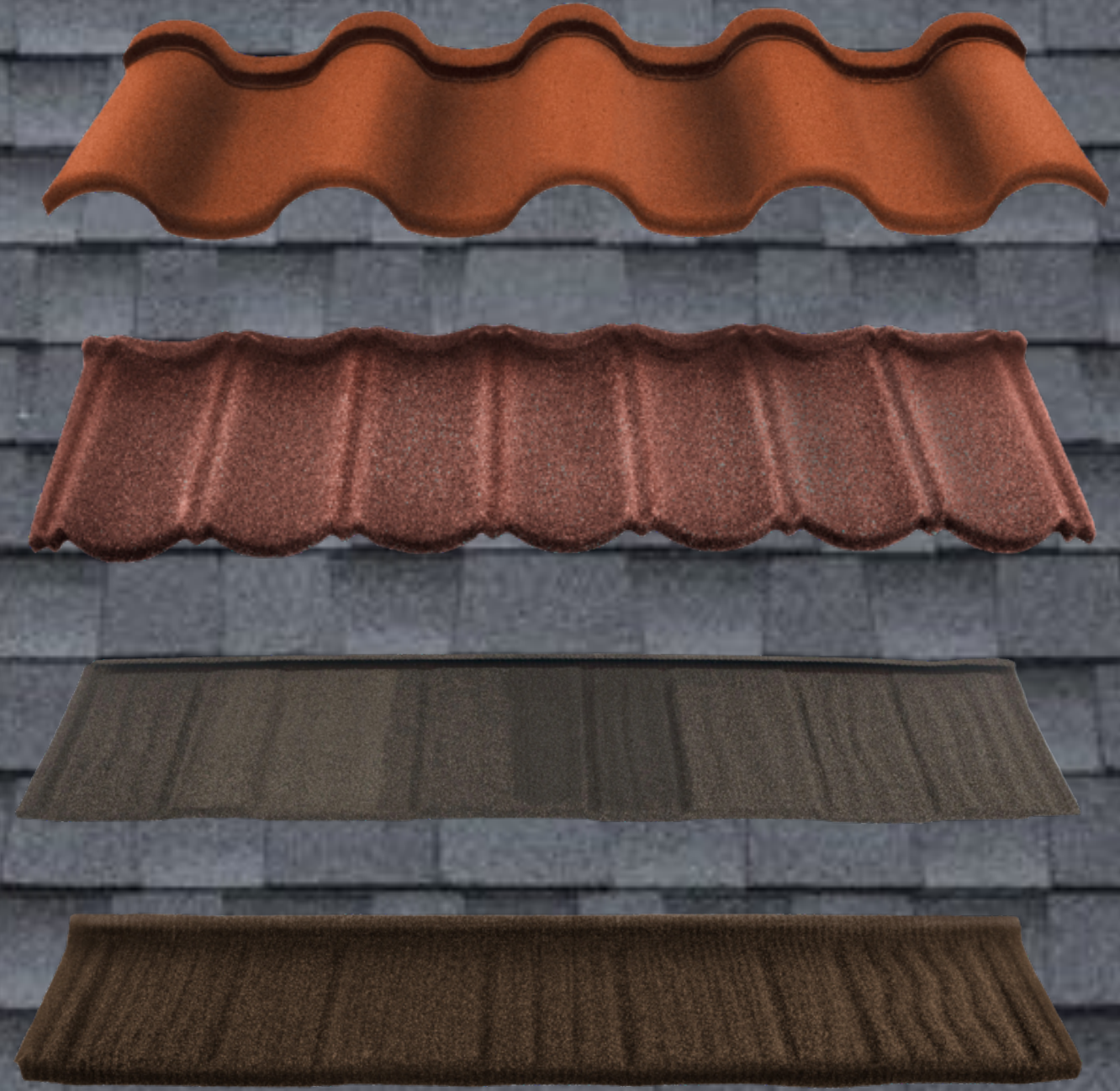
Decra Metal Tile

Benefits:

- Several style options
- Several color options
- Lighter than concrete tile
- Durable product

Challenges

- More expensive than metal/tile
- May not esthetically match the look and feel of the property





Pricing Estimates



Project Estimates

All estimates below include removal of existing pitched roof material, new material/labor for pitched and low-slope surfaces (Dura-Last), cleanup. All proposals include material warranty options and a 10-year workmanship warranty.

- 24 GA Standing Seam = \$64,000
- Flat Concrete Tile = \$72,000
- Synthetic Tile = \$80,000
- Decra Metal Roofing Tile = \$88,000

**Additional information & product samples will be made upon request.





*Thank you for considering
Mighty Dog Roofing*



Complete Removal of Existing Flat Roof Material & Rebuild

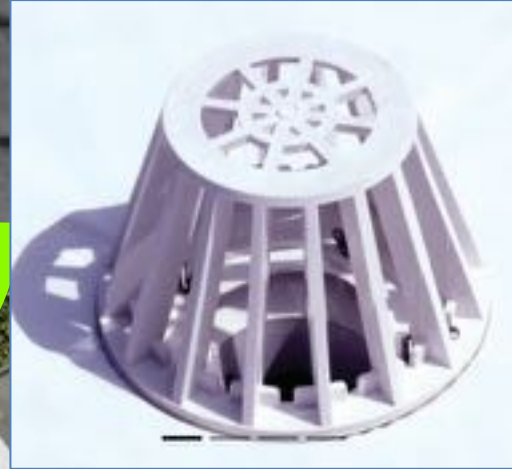


ReRoof Detail

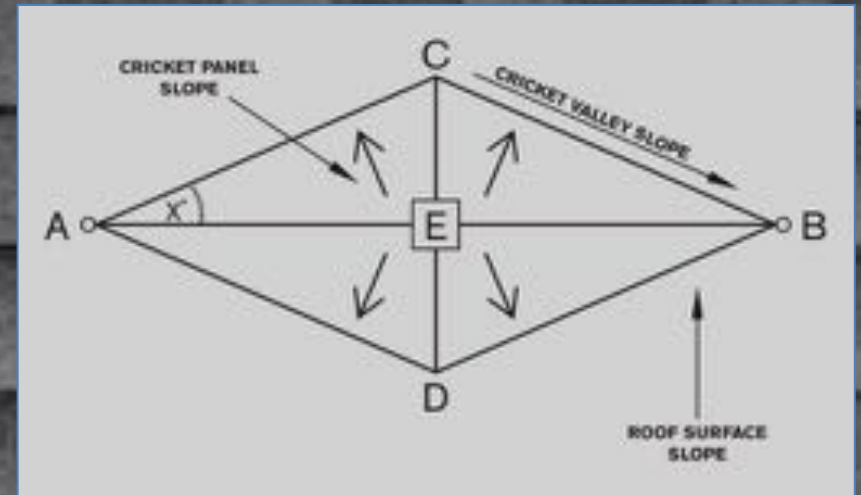
- Removal of all existing top layer material.
- Removal of all underlaying pitch material (aka: ISO Board).
- Complete inspection and replacement of any damaged or deteriorated wood decking.
- The ReRoof solution for the flat areas is a complete rebuild of the roofing system, starting from a clean wood deck.



Additional Steps to Increase Drainage



- Install new ISO board material which provides positive drainage for the flat areas.
- Install new pipe caps and drain caps.



Recommended Surface Material = Duro-Last

- In business since 1978, began as pool lining product.
- Custom-fabricated PVC roofing system. Made to order, fewer seams = fewer leaks. Typically 85% of the seams are completed in a factory-controlled environment.
- Industry leading warranties: options include material and labor, hail and/or high wind protection, NDL (no dollar limit) coverage for consequential damages on commercial buildings.
- Superior durability and longevity
- PVC offers better resistance to puncture and weathering.
- Reflective surface reduces UV radiation and helps with energy efficiency.
- Ponding does not negate warranties.

Product Detail

- GenFlex Tapered Package - adding pitch and positive drainage for the roof surface
- GAF Drill-Tech HD #3 Fast Fasteners, heavy duty, w/ OMG Galvalume Flat Plats.
- New wood decking to match existing. Likely 7/16" OSB or $\frac{1}{2}$ " CDX Plywood.
- 2.5" coil nails used to secure decking.
- New pipe jack boots as-needed.
- Existing metal coping will be reused if possible. Replacement of capping will cost an additional \$750.

Flat ReRoof Project Estimate

All estimates below include removal of existing flat roof material, new material/labor for flat roof surfaces (Dura-Last), cleanup. All proposals include material warranty options and a 10-year workmanship warranty.

- Flat ReRoof = \$7,500
- If coping is replaced an additional \$750

**Additional information & product samples will be made upon request.



Dura Last Product Images



ESTIMATE

HP Storm Restoration LLC
2554 SW Highway 17, Arcadia FL 34266
(904)862-8408

Sales Representative
Joshua Holland
(850) 814-2623
josh@hpstormrestoration.com



Winslow
14530 cherry lake drive east, Southside FL 32258

Estimate #	1060
Date	7/5/2023

Item	Description	Qty	Price	Amount
standing seam roofing	remove tile roofing and replace with standing seam roofing using manufacture tri county metals.	1.00	\$55,150.00	\$55,150.00
dry in	Tiles will be torn off as well as any underlayment, vents, drip edge. All rotted wood will be replaced and the whole roof deck will be re-nailed.	1.00	\$0.00	\$0.00
high temp underlayment	Replace current underlayment with High temperature peel and stick underlayment.	1.00	\$0.00	\$0.00
Drip edge and vents	all new drip edge will be installed with color to match metal roof. All vents and pipe boots will be replaced with new like kind and quality products.	1.00	\$0.00	\$0.00

Sub Total	\$55,150.00
Total	\$55,150.00

ADDITIONAL NOTES

Warranty info-
10 year labor warranty
30 year manufactures warranty (galvalume)
40 year manufactures warranty (painted color of choice some colors are an upgraded price)

Estimate includes 3 sheets of plywood any additional will be billed at \$100 a sheet and any 1by decking, facia, or truss repairs will be billed at \$7 a LF

ESTIMATE

HP Storm Restoration LLC
2554 SW Highway 17, Arcadia FL 34266
(904)862-8408

Sales Representative
Joshua Holland
(850) 814-2623
josh@hpstormrestoration.com



Winslow
14530 cherry lake drive east, Southside FL 32258

Estimate #	1061
Date	7/6/2023

Item	Description	Qty	Price	Amount
TPO install	Remove existing tpo repair any and all damaged rotted wood. Replace all penetrations with new (ex: pipe boots, gooseneck vents).	1.00	\$10,500.00	\$10,500.00
tapered Iso board	remove current insulation barrier and replace with tapered iso board to create adequate drainage.	1.00	\$0.00	\$0.00
drainage	Ensure that roof is draining properly through its scuppers. Clear any blockages if necessary.	1.00	\$0.00	\$0.00

Sub Total	\$10,500.00
Total	\$10,500.00

ADDITIONAL NOTES

Work comes with a 10 yr labor warranty and a 25 yr manufactures warranty.

Price includes 3 sheets of plywood and additional is billed at 100\$ per sheet and any facia/truss repairs will be billed at 7\$ per lf.

C H A N G E O R D E R

Hp storm restoration llc
(904) 862-8408

Sales Representative
Joshua Holland
(850) 814-2623
josh@hpstormrestoration.com



Winslow
14530 cherry lake drive east, Southside FL 32258

Estimate #	1058
Date	7/5/2023

Item	Description	Qty	Price	Amount
tile roof replacement	Remove and replace tile roofing. Manufacture and color tbd. We use Eagle tile and westlake tile. Both leading manufactures in tile roofing supplies.	1.00	\$66,180.00	\$66,180.00
Dry in.	Tiles will be torn off as well as any underlayment, vents, or drip edge. All Rotted decking will be replaced and the whole roof deck will be re-nailed.	1.00	\$0.00	\$0.00
Underlayment	Titanium Psu 30 peel and stick will be used which is specifically designed for Tile roofing underlayment.	1.00	\$0.00	\$0.00
Drip edge and vents	all new drip edge will be installed with color to match metal roof. All vents and pipe boots will be replaced with new like kind and quality products.	1.00	\$0.00	\$0.00

Sub Total	\$66,180.00
Total	\$66,180.00

S P E C I A L I N S T R U C T I O N S

Warranty info-
10 year labor warranty
50 year manufactures warranty included for any manufactures defects.

Estimate includes 3 sheets of plywood any additional will be billed at \$100 a sheet and any 1by decking, facia, or truss repairs will be billed at \$7 a LF

ESTIMATE

HP Storm Restoration LLC
2554 SW Highway 17, Arcadia FL 34266
(904)862-8408

Sales Representative
Joshua Holland
(850) 814-2623
josh@hpstormrestoration.com



Winslow
14530 cherry lake drive east, Southside FL 32258

Estimate #	1059
Date	7/5/2023

Item	Description	Qty	Price	Amount
stone coated steel	remove tile roofing and replace with stone coated steel(degra). Color and profile tbd.	1.00	\$59,565.20	\$59,565.20
Dry in.	tiles will be torn off as well any underlayment, vents, drip edge all rotted plywood will be replaced and the whole roof deck will be re-nailed.	1.00	\$0.00	\$0.00
high temp underlay	Underlay used specifically for metal roofs. It is able to sustain the high temperatures created by the sun and metal.	1.00	\$0.00	\$0.00
Drip edge and vents	all new drip edge will be installed with color to match metal roof. All vents and pipe boots will be replaced with new like kind and quality products.	1.00	\$0.00	\$0.00

Sub Total	\$59,565.20
Total	\$59,565.20

ADDITIONAL NOTES

Warranty info-
10 year labor warranty
Lifetime manufactures warranty
with 120 mph wind warranty included.

Estimate includes 3 sheets of plywood any additional will be billed at \$100 a sheet and any 1by decking, facia, or truss repairs will be billed at \$7 a LF

CRS CHILDERS ROOFING & SHEET METAL
A TECTA AMERICA COMPANY, LLC

1645 Jessie Street
 Jacksonville, FL 32206
(904) 696-8550 • Fax (904) 696-8551
CCC044923

PROPOSAL SUBMITTED TO Bartram Springs CDD		PHONE 904-318-0797	DATE 9/14/23
STREET 14530 E Cherry Lake Dr		JOB NAME Bartram Springs Community center	
CITY, STATE and ZIP CODE Jacksonville, FL 32258		JOB LOCATION 14530 E Cherry Lake Dr, Jacksonville, FL 32258	
ATTENTION Winslow	DATE OF PLANS	TYPE OF WORK Melat Roof Replacement	JOB PHONE 904-318-0797

We hereby submit specifications and estimates for:

1. Remove the existing Concrete Tile (approximate 41 sq) and disposed.
2. Remove existing underlayment down to wood Substrate if possible.
3. Replace up to 5 sheets of rotten plywood if needed.
4. Re-nail existing decking to meet current code.

Underlayment:

5. Furnish and install high temp Mid State Smooth ice and watershield over the entire roof area.
6. Furnish and install another layer of high temp Polyglass TU Plus with fleece over the entire roof area.

New Metal roof Replacement for Existing Concrete Tile:

7. Furnish and install new Galvalume snap lock metal panels where Concrete Tile was removed.
8. Furnish and install all associated roof flashings to achieve a watertight roof, including but not limited to, new drip edge at perimeter of roof, new plumbing stack covers, new base flashing, etc.
9. We will provide a forklift to remove tile from roof
10. Clean and remove debris from jobsite.
11. We will provide the necessary crane to do this job.
12. Furnish 20-Year Manufacturer's Labor and Material Warranty.
13. Furnish owner with 2-Year Workmanship Warranty

~~We Propose~~ hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:
Ninety-Eight Thousand Nine Hundred.....01/100 Dollars (\$98,900)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.	Authorized Signature: <u>Noe Machado, / Derrell Perry</u> Note: This proposal may be withdrawn by us if not accepted within <u>20</u> days
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Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Date of Acceptance: _____	Signature: _____
--	------------------



CHILDERS ROOFING & SHEET METAL

A TECTA AMERICA COMPANY, LLC

1645 Jessie Street
Jacksonville, FL 32206
(904) 696-8550 • Fax (904) 696-8551
CCC044923

PROPOSAL SUBMITTED TO Bartram Springs CDD		PHONE 904-318-0797	DATE 9/14/23
STREET 14530 E Cherry Lake Dr		JOB NAME Bartram Springs Community center	
CITY, STATE and ZIP CODE Jacksonville, FL 32258		JOB LOCATION 14530 E Cherry Lake Dr, Jacksonville, FL 32258	
ATTENTION Winslow	DATE OF PLANS	TYPE OF WORK Flat Roof coating	JOB PHONE 904-318-0797

We hereby submit specifications and estimates for:

- 1) Lightly pressure wash the field of roof, parapet walls and RTU equipment curbs as best as possible for a smooth and clean workable surface.
- 2) Add Primer to the entire roof area for better adhesion.
- 3) Repair roof deficiencies as needed prior to coating the roof.
- 4) Apply new silicone mastic roof coating over each vertical and horizontal lap.
- 5) Apply new silicone mastic roof coating along each soil pipe, pitch-pan, roof vent and roof scupper per manufacturers specifications.
- 6) Apply new high solids silicone roof coating over the field of roof per manufacturers specifications. (1.5 gallons per Sq.)
- 7) Apply new high solids silicone roof coating along the parapet walls and equipment curbs per manufacturers specifications.
8. We will provide a forklift to remove tile from roof
9. Clean and remove debris from jobsite.
10. We will provide the necessary crane to do this job.
11. Furnish owner with 2-Year Workmanship Warranty

~~We Propose~~ hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

Seven Thousand Nine Hundred.....0/100

Dollars (\$7,900)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized

Signature: Noe Machado, / Derrell Perry

Note: This proposal may be withdrawn by us if not accepted within 20 days

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

B.



PROPOSAL SUMMARY: AMENITY CENTER DECK TILE STRIP/CLEAN/SEAL

Date: 11/13/2023

BACKGROUND: The Amenity Center pavers in and around the entryway, Social Hall patio, ramp and fountain area are dirty beyond what can be cleaned with pressure washing alone. These pavers are covered in an old sealant which will require stripping, sanding, cleaning and then resealing. The last time this project was done was in 2017, and it has been needed since last year, but we pushed it back in favor of the building paint. The unsealed pavers out on the pool deck still respond well to pressure washing, however, the way the sealed pavers look right now is as clean as we can get them without stripping and resealing.

PROJECT SCOPE:

- ✓ Level 1 - Covered area, including entrance, Social Hall patios, walkway to Flex Room
- ✓ Level 2- Fountain and fountain area, ramp, and mid-level seating area to pool deck steps
- ✓ Level 3 - Entire pool deck inside the fence including fire pit and baby pool

The process is simple but does require parts of the deck to be closed in sections for renovation. It needs to be coordinated with proper temperatures; for the best application the temperature should be between 59 – 80 degrees. Level 1 completion should take 3-5 days and consists of stripping the current sealant, then pressure washing the area and sanding the seams, and then resealing. Portions of Level 2 have sealant, which would need stripping, and it also has unsealed areas which would become sealed with this process. Level 3 is completely unsealed.

BID RESPONSE SUMMARY:

VENDOR	COST	COMMENTS (Warranty info, variances with other proposals, etc.)
JOE REYNOLDS FENCE AND OUTDOOR	STRIPPING: \$5500 CLEAN/SAND/SEAL ALL PAVERS: \$62,500 TOTAL: \$68,000	35,120 Sq feet, service 2 years workmanship warranty
FIRST COAST SOFT WASH AND PAVER SEALING	LEVEL 1: \$8900 LEVEL 2: \$3150 LEVEL 3: \$53,080	35,120 Sq feet, service 2 years workmanship warranty

	TOTAL: \$64,130	
RJ PRESSURE WASHING JAX		This company walked the property twice and stated we'd have their proposal by 11/6, but as of this writing we have not received it.

RELEVANT PHOTOS:

Level One:



Entrance Looking to Driveway



Entrance Inside Gate



Social Hall Patio

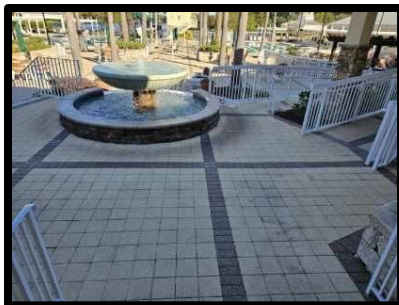


Ramp in front of Social Hall



From Entryway to Social Hall

Level Two



Fountain



Steps from Fountain Deck to Upper Deck



Middle Deck

Level Three



Bridge



Pool Deck Rec Side



Pool Deck Lap Side



Kiddie Pool Deck



Fire Pit

STAFF RECOMMENDATION: We recommend the full strip/sand/wash/seal on all areas of the pool deck that have existing sealant, as they are visibly dirty beyond what can be improved with pressure washing alone. Additionally, the Board may want to consider adding sealant to the Fire Pit pavers as well. The amount estimated in the CIP appears to be for the entire pool deck to be sealed, however the priority at this time does not include that area.

FUNDING SOURCE: As of this writing there is \$243,107 for capital improvements; depending on the scope the Board chooses to pursue, it could be funded this way.

ESTIMATE

**Reynolds Fence & Outdoor
Construction**
405 Golfway West Dr Suite103-A
Saint Augustine, FL 32095

Joe@Reynoldsfencefl.com
+1 (904) 837-3141



Winslow Wheeler

Bill to

Winslow Wheeler
Bartram Springs CDD / Vesta Property
Management
875 West Town Place
St. Augustine, Florida 32095

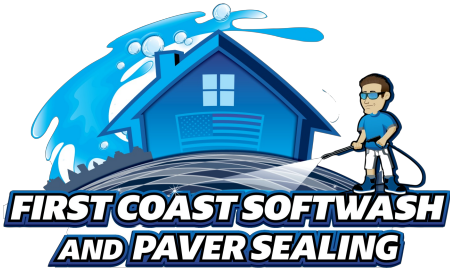
Ship to

Winslow Wheeler
Bartram Springs CDD / Vesta Property
Management
875 West Town Place
St. Augustine, Florida 32095
United States

Estimate details

Estimate no.: 1374
Estimate date: 10/30/2023

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Paver Stripping Strip 3,560 square feet of existing paver patio using a commercial stripping agent		1	\$5,500.00	\$5,500.00
2.		Paver Sealing Clean, re-sand & seal 35,120 square feet using a commercial strength sealer. This service will carry a 2-year warranty			\$62,500.00	\$62,500.00
					Total	\$68,000.00



First Coast SoftWash & Paver Sealing

Winslow Wheeler
 Vesta Property Services
 14530 East Cherry Lake Drive
 Jacksonville, FL 32258

(904) 318-0797
 wwheeler@vestapropertyservices.com

ESTIMATE	#1472
ESTIMATE DATE	Nov 3, 2023
DEPOSIT DUE	\$14,690.13

CONTACT US

706 Grampian Highlands Dr
 Saint Johns, FL 32259

(904) 615-6841
 thomas@firstcoastsoftwash.com

ESTIMATE

Services	qty	unit price	amount
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Paver Strip, Clean, Sand, & Ure-Seal - Level 1	3560.0	\$2.50	\$8,900.00
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First Coast SoftWash cannot guarantee the outcome of the paver sealing, if the pavers have underlying damage due to contractor error, poor care by homeowner, or damage caused by previous cleanings. We will notify the customer of any damage we find after the stripping and cleaning, if discovered.

First Coast Softwash Process: Stripping, Sanding, & Sealing is a 2 day process (Weather Permitting)
 Day 1 - Prior to stripping, we will cover & protect any exterior electric outlets/ video doorbells to prevent any damage. Stripper is applied to pavers and removed with a surface cleaner/ turbo nozzle to ensure any existing sealer is completely removed. We then apply an algaecide to the pavers and joints to eradicate ALL organic material, then rinse thoroughly.
 Day 2 - Once pavers are dry, we sand in joints and carefully detail the edges to perfection, 1/8 inch below the chamfer. We then apply our DECO sealer in a 2 step process. Finally, Caution tape is put up to block any traffic from damaging the sealed area.

****IMPORTANT**** Allow a 48 hour cure time for driveways & 24 hours for patios/ pool decks. Absolutely NO DRIVING on sealed pavers as tire marks will appear.

First Coast SoftWash uses ICT Ure-Seal H2O, which is a 2-part environmentally friendly water reducible, crystal clear, alaphatic urethane. We will spray on a penetration coat of the high performance clear coating, then apply a 2coat, the top coat, for extra protection & longevity. We will replace any existing sand with a high grade polymeric sand, Techniseal, NOCO. This sand is made for subtropical climates and will provide your paver joints with excellent stabilization for years. This type of sand is more stable and has the optimal gradation to ensure long term performance of the pavement system. First Coast SoftWash offers a Non Slip Additive to all of our customers, in order to prevent slips and falls, once pavers have been sealed. By accepting this estimate, the customer agrees that First Coast SoftWash is released from All liability due to any slip and fall accidents. We offer a 2 year warranty on the sealer, to include failed sealer due to product defect, or application error, and not to include previous damage caused by another company or normal wear and tear.

*****IMPORTANT***** Prior to our arrival, Please remove ALL items, including furniture, from the areas being cleaned and sealed. Please remove vehicles out of the garage that are going to be used for during the duration of the project. Please make sure that no vehicles are parked in the driveway or on the street directly in front of the house, to ensure First Coast Softwash has full access to the property.

Paver Clean, Poly Sand, & Ure- Seal - Level 2	1800.0	\$1.75	\$3,150.00
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First Coast SoftWash uses ICT Ure-Seal H2O, which is a 2-part environmentally friendly water reducible, crystal clear, alaphatic urethane. We will spray on a penetration coat of the high performance clear coating, then apply a 2coat, the top coat, for extra protection & longevity. We will replace any existing sand with a high grade polymeric sand, Techniseal, NOCO. This sand is made for subtropical climates and will provide your paver joints with excellent stabilization for years.This type of sand is more stable and has the optimal gradation to ensure long term performance of the pavement system. First Coast SoftWash offers a Non Slip Additive to all of our customers in order to prevent slips and falls after the pavers have been sealed. By accepting this estimate the customer agrees that First Coast SoftWash is released from All liability due to any slip and fall accidents. First Coast SoftWash cannot guarantee the outcome of the paver sealing if the pavers have underlying damage due to poor care by homeowner, contractor error, or damage caused by a previous cleaning. We will notify the customer after the cleaning if there is any damage to the pavers that will affect the final application of the sealer. We offer a 2 year warranty on sealer, to include failed sealer due to product defect, or application error, and not to include previous damage caused by another company or normal wear and tear. Please have all items removed from the areas that we will be sealing and have all vehicles out of the garage that are going to be used. Also, please make sure that no vehicles are parked in the driveway or on the street directly in front of the house as we need to park our truck and trailer in the street directly in front of the house.

Paver Clean, Poly Sand, & Ure- Seal - Level 3	29760.0	\$1.75	\$52,080.00
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First Coast SoftWash uses ICT Ure-Seal H2O, which is a 2-part environmentally friendly water reducible, crystal clear, alaphatic urethane. We will spray on a penetration coat of the high performance clear coating, then apply a 2coat, the top coat, for extra protection & longevity. We will replace any existing sand with a high grade polymeric sand, Techniseal, NOCO. This sand is made for subtropical climates and will provide your paver joints with excellent stabilization for years.This type of sand is more stable and has the optimal gradation to ensure long term performance of the pavement system. First Coast SoftWash offers a Non Slip Additive to all of our customers in order to prevent slips and falls after the pavers have been sealed. By accepting this estimate the customer agrees that First Coast SoftWash is released from All liability due to any slip and fall accidents. First Coast SoftWash cannot guarantee the outcome of the paver sealing if the pavers have underlying damage due to poor care by homeowner, contractor error, or damage caused by a previous cleaning. We will notify the customer after the cleaning if there is any damage to the pavers that will affect the final application of the sealer. We offer a 2 year warranty on sealer, to include failed sealer due to product defect, or application error, and not to include previous damage caused by another company or normal wear and tear. Please have all items removed from the areas that we will be sealing and have all vehicles out of the garage that are going to be used. Also, please make sure that no vehicles are parked in the driveway or on the street directly in front of the house as we need to park our truck and trailer in the street directly in front of the house.

Services subtotal: \$64,130.00

Materials	qty	unit price	amount
Techniseal NOCO Polymeric Joint Sand	100.0	\$50.00	\$5,000.00
NO COMPACTION			
<ul style="list-style-type: none"> • Compressive strength that is perfectly adapted to installations where compaction is not possible or not traditionally used. • Stays flexible and responds to ground movements that could cause the joints to crack and break apart or damage the stones. 			

• Strongly adheres to the inner walls of pavers and stones without ever contracting.

Ideal for flagstones, pool decks,
patios and walkways

• The first polymeric jointing product made specifically
for surfaces that are not suited for mechanical compaction.

• Can be used with a hard base or a cement/sand base.

• Clean, easy, fast and durable alternative to mortar jointing
and stone dust.

• For residential and commercial projects.

For joints from 1/4 to 4 inches wide

• NOCO's specially selected sand flows smoothly and evenly into joints. • Techniseal's binding technology
results in impervious joints with

great resistance to weed growth, insect invasion and erosion.

Materials subtotal: \$5,000.00

Subtotal \$69,130.00

Commercial Client
Discount - \$10,369.50

Total \$58,760.50

Deposit \$14,690.13

Thank you for your business!

SEVENTH ORDER OF BUSINESS

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT APPROVING REQUEST FOR PROPOSAL DOCUMENTS FOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bartram Springs Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes* (the “Act”); and

WHEREAS, the Act authorizes the District to construct, acquire, operate, and maintain certain public improvements; and

WHEREAS, it is in the District’s best interests to competitively solicit proposals through a Request for Proposals (“RFP”) process for landscape and irrigation maintenance services for the District (the “Project”); and

WHEREAS, the Board of Supervisors of the District (the “Board”) desires to approve in substantial form the RFP Notice and Evaluation Criteria for the Project attached hereto as **Exhibit A**; and

WHEREAS, the Board desires to authorize the Chairperson, in consultation with District staff, to effectuate any revisions to the documents attached as **Exhibit A**, and the preparation of the additional documents necessary to prepare a final RFP project manual for the Project, and other documents that are in the best interests of the District;

WHEREAS, the Board further desires to authorize the Chairperson, in consultation with District staff, to approve the scope of the Project that will be subject to the RFP, the timing of the RFP notice, and all procedural matters related to the RFP.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. All of the representations, findings and determinations contained above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. The Board hereby approves in substantial form the documents attached hereto as **Exhibit A**, and subject to further review and revision by District staff as finally approved by the District Manager and Chairperson.

SECTION 3. The Board hereby authorizes the Chairperson, in consultation with District staff, to 1) effectuate any revisions to the documents attached as **Exhibit A**, and the preparation of the additional documents necessary to prepare the RFP; and 2) approve the scope of the Project that will be subject to the RFP, the timing of the RFP notice, and all procedural matters related to the RFP. Consistent with such approvals, the Chairperson, District Manager, and District Counsel are hereby authorized, upon the adoption of this Resolution, to do all acts and things required of them to effect the procurement contemplated by the RFP, and all acts and things that may be desirable or consistent with the RFP's requirements or intent. The Chairperson is hereby further authorized to execute any and all documents necessary to affect the RFP.

SECTION 4. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 5. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 13th day of November, 2023.

ATTEST:

**BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

Exhibit A: RFP Notice and Evaluation Criteria

Exhibit A

RFP Notice and Evaluation Criteria

LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES REQUEST FOR PROPOSALS BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT Duval County, Florida

Notice is hereby given that the Bartram Springs Community Development District (“**District**”) will accept proposals from qualified firms (“**Proposers**”) interested in providing landscape and irrigation maintenance services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained by sending an email to _____ at _____.

There will be a (**mandatory**) **pre-proposal on-site meeting** on _____, 2023 at ____:____.m. (EST) at _____, Florida _____. In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida, and hold all required state and federal licenses in good standing; and (2) have at least five (5) years of experience with landscape and irrigation maintenance projects. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening, and to provide notice of such changes only to those Proposers who have attended the pre-proposal meeting and registered.

Firms desiring to provide services for this project must submit one (1) written proposal AND a PDF file on a flash-drive no later than _____, 2023 at ____:____.m. (EST) at _____, Attention: _____. Additionally, as further described in the Project Manual, each Proposer shall supply a proposal bond or cashier’s check in the amount of \$25,000 with its proposal. Proposals shall be submitted in a sealed package that shall bear “RESPONSE TO REQUEST FOR PROPOSALS (Bartram Springs Community Development District – Landscape & Irrigation Maintenance) ENCLOSED” on the face of it. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above may be returned un-opened to the Proposer. Any proposal not completed as specified or missing the required proposal documents may be disqualified.

Proposals will be opened at a public meeting on _____, _____, 2023, at ____:00 p.m. (EST), at _____. No official action of the District’s Board will be taken at this meeting, and it is held for the limited purpose of opening the RFP responses. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. This meeting may be continued to a date, time, and place to be specified on the record at the meeting. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least five (5) calendar days 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) / 1-800-955-8870 (Voice), for aid in contacting the District.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after issuance of the Project Manual. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. Additional information and requirements regarding protests are set forth in the Project Manual and the District’s Rules of Procedure, which are available from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Attention: Jim Oliver (904) 940-5850.

Rankings will be made based on the Evaluation Criteria contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so. Any and all questions relative to this project shall be directed in writing by e-mail only to Wesley Haber at Wesley.Haber@KutakRock.com, with a further copy to Jim Oliver at joliver@gmsnf.com.

Bartram Springs Community Development District
Jim Oliver, District Manager

**LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
REQUEST FOR PROPOSALS
BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
Duval County, Florida**

EVALUATION CRITERIA

1. Personnel & Equipment (20 Points Possible)

This category addresses the following criteria: skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the property; present ability to manage this project; proposed staffing levels; capability of performing the work; geographic location; subcontractor listing; inventory of all equipment; etc. Skill set includes certification, technical training, and experience with similar projects. Please include resumes, certifications, etc., with proposal. Please also provide evidence of the proposer's ability to meet deadlines and be responsive to client needs.

2. Experience (25 Points Possible)

This category addresses whether a Proposer clearly distinguishes past & current record and experience of the Proposer in similar projects; volume of work previously awarded to the firm; past performance in any other contracts; etc.

3. Understanding Scope of RFP (15 Points Possible)

This category addresses the following issues: Does the proposal demonstrate an understanding of the District's needs for the services requested? Does it provide all information as requested by the District including pricing, scheduling, staffing, etc.? Does it demonstrate clearly the ability to perform these services? Were any suggestions for "best practices" included? Does the proposal as a whole appear to be feasible, in light of the scope of work? Did the contractor use the forms provided from the Project Manual in responding to the proposal?

4. Financial Capacity (5 Points Possible)

This category addresses whether the Proposer has demonstrated that it has the financial resources and stability as a business entity necessary to implement and execute the work. Proposer should include proof of ability to provide insurance coverage as required by the District as well as audited financial statements, or similar information.

5. Price (20 Points Possible)

Twenty (20) points will be awarded to the Proposer submitting the lowest bid for Parts 1 - 4 (the Contract Amount). AN AVERAGE OF ALL FIVE YEARS PRICING IS TO BE CONSIDERED WHEN AWARDING POINTS FOR PRICING - THE INITIAL TERM AND ALL FOUR ANNUAL RENEWALS. All other proposers will receive a percentage of this amount based upon a formula which divides the low bid by the proposer's bid and is then multiplied by the number of points possible in this part of the Price evaluation.

EXAMPLE: Contractor "A" turns in a bid of \$210,000 and is deemed to be low bid and will receive the full 20 points. Contractor "B" turns in a bid of \$265,000. Bid "A" is divided by Bid "B" then multiplied by the number of points possible (20). $(210,000/265,000) \times 20 = 15.85$, therefore, Contractor "B" will receive 15.85 of 20 possible points. Contractor "C" turns in a bid of \$425,000. Bid "A" is divided by Bid "C" then multiplied by the number of points possible (20). $(210,000/425,000) \times 20 = 9.88$, therefore, Contractor "C" will receive 9.88 of 20 points.

6. Reasonableness of ALL Numbers (15 Points Possible)

Up to fifteen (15) points will be awarded as to the reasonableness of ALL numbers, quantities & costs (including, but not limited to fertilizer quantities, mulch quantities based on Contractor's field measurements) provided, as well as unit costs, if any.

Proposer's Total Score (100 Points Possible)

SCOPE OF SERVICES – LANDSCAPE
Bartram Springs CDD

PART 1
GENERAL LANDSCAPE MAINTENANCE

1) MOWING – All grass areas will be mowed on the following schedule; however, Bermuda grass will be mowed once a month November 1 - March 1 and such reduced schedule shall be reflected in Contractor's pricing:

MARCH 1 – NOVEMBER 1 – Once a week

NOVEMBER 1 – MARCH 1 – Once every two weeks

This schedule estimates that there will be between 41 – 45 cuts annually based on standard growing periods in Florida, however, requires a minimum of 52 visits (weekly) to perform those duties, other than mowing, which cannot remain unattended for two weeks. (i.e., weed control, selective mowing, landscape detailing, debris clearing, etc.) Notwithstanding the above, at no time will the Bahia grass (ponds) be allowed to grow beyond a maximum height of four (4) to four and one half (4 ½) inches and Bermuda grass shall never be allowed to grow beyond a maximum height of two (2) inches. Each mowing should leave the Bahia grass at a height of three (3) to three and one half (3 1/2) inches and Bermuda at a height of one (1) to one and one half (1 ½) inches. St. Augustine shall never be allowed to grow beyond five and one half (5 ½) inches. Optimum height for Bermuda should be approximately one and one half (1 ½”) to encourage deeper root growth. Rotary Mowers are preferred for heights above one (1) inch. All blades shall be kept sharp at all times to provide a high-quality cut and to minimize disease. If the swales located throughout the property are filled with rainwater or are too soft to mow without leaving ruts from the mowers in the swales, contractor shall use line trimming to properly maintain the grasses. The district requires mowers to be equipped with a mulching type of deck. Clippings may be left on the lawn if no readily visible clumps remain on the grass surface thirty-six hours after mowing. Otherwise, large clumps of clippings will be collected and removed by the Contractor. In case of fungal disease outbreaks, the clippings will be collected until the disease is under control. The Contractor shall restore any noticeable damage caused by the Contractor’s mowing equipment within forty-eight hours from the time the damage is caused at his sole cost and expense. The contractor shall be responsible for training all its personnel in the technical aspects of the Bartram Springs Landscape Maintenance Program and general horticultural practices. This training will also include wetland species identification as it relates to lake banks & wetland areas. The Contractor shall be held responsible for all damage to wetlands, littoral shelves, mitigation areas and uplands due to mowing/fertilizing, etc. Weekend work is permitted, when necessary, upon prior approval.

1A) POND MOWING - All ponds (32) identified as such on the overall Bartram Springs CDD Maintenance Exhibit/Plans shall be mowed incorporating the same mowing schedule as the common areas stated above. Each mowing shall leave the grass at a height of four (4) to four and one half (4½) inches. Pond banks will be mowed and/or trimmed to water’s

edge. Line trimming at water's edge and line trimming of drainage structures shall occur every time the pond is mowed. Careful attention must be paid to mower height on pond banks so as not to scalp at the crest of the lake bank and increase the chances for pond bank erosion. Also, when line trimming to water's edge, Contractor shall be extremely careful not to scalp at the water's edge also increasing chances of pond bank erosion. Line trimming height shall be the same as mowing height (if not slightly higher). Contractor shall be careful to keep trimmings from entering water. Excessive clippings shall be hand removed. Mowers must blow all clippings away from pond banks. It is understood that trash of any kind and other debris within arm's reach of water's edge shall be removed & disposed of by Contractor during every normal service event. Unless otherwise designated on Maintenance Exhibit/Plans, homeowners are responsible for mowing down to the water's edge behind their property.

The Contractor shall mow within the Contract Areas 1 thru 4 as described below (shown on the Maintenance Map). The **growing season** shall be defined as April 1 through October 31. The **dormant season** shall be defined as November 1 through March 31. Each mowing shall be completed for the entire contract area within four (4) days after commencement of the mowing.

AREA 1: Entry Roadways, Amenity Site & Sports Park - 1 time per week during the growing season and twice a month during the dormant season, for a total of 41 cuts. Bermuda grass shall be maintained at a 2" height.

AREA 2: Roadside Common Area - 1 time (bi-weekly) every fourteen (14) calendar days during the growing season and once a month during the dormant season, for a total of 21 cuts.

AREA 3: Ponds 1 time (bi-weekly) every fourteen (14) calendar days during the growing season and once a month during the dormant season, for a total of 21 cuts.

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.

2) EDGING AND TRIMMING – All hard-edged areas (curbs, sidewalks, bike paths, nature trails, etc.) and soft-edged areas (tree rings, shrub, and groundcover bed lines) shall be edged during each mowing event. All edging shall be performed to the sole satisfaction of the DISTRICT. **Chemical edging shall not be permitted anywhere on property.**

AT NO TIME SHALL LAWN BE ALLOWED TO GROW IN AN UNSIGHTLY MANNER. SHOULD THIS OCCUR, THE CONTRACTOR AGREES TO CORRECT WITHIN FORTY-EIGHT HOURS OF NOTICE BY DISTRICT.

3) TREE AND SHRUB CARE – Branches will be pruned just outside the branch collar. Branches and limbs shall be kept off buildings, signage structures, play structures, fences & walls as well as pruned to keep streetlights and traffic signage from being blocked to a maximum of twelve (12ft.) Additionally, on an as-needed basis, all trees shall be pruned

over sidewalks, conservation areas, parking lots, driveways & roadways so as not to interfere with pedestrians, cars or other vehicles. (This is to include always maintaining a minimum of fourteen and a half (14.5) feet (but shall vary according to DOT specs) of clearance under all limbs depending on location and species of tree.). Aesthetic pruning shall consist of the removal of dead and/or broken branches as often as necessary to have trees always appear neat. Sucker growth at the base of the trees shall be removed by hand continuously throughout the year.

All shrubs will be pruned as necessary to retain an attractive shape and fullness, removing broken or dead limbs as necessary to provide a neat and clean appearance. Shrubs shall not be clipped into balled or boxed forms unless such forms are required by design. Shrubs shall be pruned in accordance with the intended function of the plant in its present location. Flowering shrubs shall be pruned immediately after the blossoms have cured with top pruning restricted to shaping the terminal growth. All pruning shall be done with horticultural skill and knowledge to maintain an overall acceptable appearance consistent with the current aesthetics of the Bartram Springs CDD community. The Contractor agrees that pruning is an art that must be done under the supervision of a highly trained supervisor and shall make provisions for such supervision. Individual plants pruned into rounded balls or unnatural shapes will not be allowed. All clippings and debris from pruning will be carted away at the time pruning takes place.

Palms: All palms shall receive pruning as often as necessary to always appear neat and clean to include after high wind occurrences. This includes brown and/or broken fronds and inflorescence. Removal of green or even yellowing fronds is unnecessary. Fronds should be removed only once they turn brown or become broken or disrupt the flow of pedestrian/vehicular traffic or are hanging on architectural structures. Fruit pods shall be removed prior to development. Tarpaulins shall be used in areas where date palms and other palm fruits may stain sidewalks & pavement including, but not limited to, pool decks. The contractor shall be responsible for the removal of all palm fruit stains. "Hurricane" palm pruning shall never be allowed.

4) WEEDS AND 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. This may be accomplished by carefully applied applications of pre & post emergent herbicides as part of fertilizer mixtures and post-emergent herbicide spot treatments on an as-needed basis. The condition of turf is to be determined by the district at its sole discretion. All shrub and bed areas shall be maintained each mowing service by removing all weeds, 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 post-emergent herbicide. The contractor shall include the quarterly hand removal of all dog fennel (and other invasives) along the main roadways and view corridors. **AT NO TIME SHALL POST-EMERGENT HERBICIDES BE PERMITTED WHEN WEEDS HAVE ESTABLISHED THEMSELVES AS TO DOMINATE PLANTING BEDS. HAND PULLING MUST BE PERFORMED.**

NON-SELECTIVE, POST-EMERGENT HERBICIDES SHALL NEVER BE USED TO CONTROL WEED/SOD GROWTH AROUND STRUCTURES OF ANY TYPE (I.E. STREET SIGNS, UTILITY BOXES, STREET LIGHTS, PAVEMENT, ETC.) THE FIRST OFFENSE WILL RESULT IN A VERBAL WARNING; THE SECOND OFFENSE WILL RESULT IN A SECOND VERBAL WARNING AND THE BOARD OF SUPERVISORS FOR THE DISTRICT WILL BE NOTIFIED; THE THIRD OFFENSE MAY TERMINATE THIS CONTRACT FOR CAUSE AT THE DISTRICT'S DISCRETION.

The Contractor shall be responsible for the replacement of ornamental plants killed or damaged by herbicide application. All fence lines shall be kept clear of weeds, undesirable vines, and overhanging limbs.

5) MAINTENANCE OF PAVED AREAS – All paved areas shall be kept weed free. This may be accomplished by mechanical means (line trimmer) or by applications of post/pre-emergent herbicides. Weeds greater than two (2) inches in height or width shall be pulled from paved areas, not sprayed. No sprays with dyes may be used on any paved areas.

6) 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. The contractor shall use his own waste disposal methods, never the property dumpsters. Grass clippings, leaves and vegetative debris shall be blown off sidewalks, streets, and curbs into the turf areas, never into mulched bed areas as these are to be maintained free of grass clippings and weeds. **NO CLIPPINGS SHALL BE BLOWN DOWN CURB INLETS.** At no time shall the clippings be left on the sidewalks, streets, and curbs overnight. The contractor shall be responsible for blowing grass clippings, leaves, vegetative debris, and other debris off pool decks, volleyball and basketball courts, and parking lots at the time of service.

During months of heavy leaf fall, the Contractor will remove leaves from turf areas (including medians) and haul away to prevent leaves from matting atop turf and to allow for proper maintenance and weed control.

7) TRASH REMOVAL - The Contractor will, prior to mowing, pick up all bottles, cans, fallen limbs and palm fronds and other debris and trash on the property including bogus signs such as "For Sale" signs displayed in rights-of-way and common areas by owners and realtors.

8) STAFFING - Minimum staffing requirements shall be as follows:

<i>Time Period</i>	<i>Crew Size</i>	<i>Hours</i>
May 1 to September 30	5 (4 crew members and 1 leader)	8 hours a day, 2 days a week, monthly.
October 1 to April 30	4 (4 crew members and 1 leader)	8 hours a day, 2 days a week, bi-monthly

Any enhancements beyond the scope of this Agreement and authorized by the district must be installed by additional crew members unless use of the standard required crew is approved by the district. The district's authorization of additional work or enhancements shall not relieve the Contractor of its obligations under this Agreement.

9) REPLACEMENT OF PLANT MATERIAL – Tree and shrubs in a state of decline should immediately be brought to the attention of the district. Dead or unsightly plant material shall be removed expeditiously upon notification of the district. The contractor shall be responsible for replacement if due to his negligence. New plant material shall be guaranteed for a period of one (1) year for trees and ninety (90) days for shrubs, ground cover and lawn after final acceptance. The contractor will replace said dead or unsightly plant material not to exceed \$ 200.00 per month with the approval of the Field Operations Manager.

Any turf, shrubs, trees that die because of the Contractor's failure to maintain the irrigation system as specified in Part 4 shall be replaced at the Contractor's expense.

10) SEASONAL COLOR/ANNUALS - A schedule of all annual plant options will be discussed with the Field Operations Manager or General Manager prior to installation to ensure the choice of plant pattern and plants are conducive to that season. Annuals shall be changed out in four cycles yearly – Spring (March), Summer (June), Fall (September) and Winter (December). Color and species shall be approved by the District prior to installation. Additional soil amendments, fungicides and insect applications will be performed to maintain vigorous growth and color.

11) MAKE UP DAYS - If Contractor misses a service due to inclement weather or any other reason, he is required to make up service the same week.

PART 2
FERTILIZATION

Contractor must comply with the St. Johns and Duval County Fertilizer Ordinance in total.

All turf shall be fertilized according to the following IFAS Guidelines for a high maintenance level for northeast Florida turf, which is outlined below. It is incumbent upon the Contractor to review such guidelines for conformance with northeast Florida recommendations.

All Bahia Sod:

March	A complete fertilizer based on soil tests + Pre-M
April	Nitrogen (soluble Nitrogen applied at 0.5 lbs. N/1000 SF)
June	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF)
August	Fe For foliar application, use ferrous sulfate (2 oz. /3-5 gal. H2O/1,000 SF)
October	A complete fertilizer based on soil tests + Pre-M

All Bermuda Sod:

March	A complete fertilizer based on soil tests + Pre-M
April	N (Soluble Nitrogen applied at .5 lbs. N/1000 SF
May	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF
July	A complete fertilizer based on soil tests.
August	Fe (for foliar apps, use ferrous sulfate @ 2 oz. /3-5-gal H2O/1000 SF). If Fe is applied to an acidic soil, use 1 lb. of iron sulfate/1000 SF. If soil is calcareous, use the container label recommended rate of an iron chelate.)
September	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF
November	A complete fertilizer based on soil tests + Pre-M

All St. Augustine Sod:

February	A complete fertilizer based on soil tests + Pre-M
April	Nitrogen (soluble Nitrogen applied at 0.5 lbs. N/1000 SF
May	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF
July	Fe For foliar application, use ferrous sulfate (2 oz. /3-5 gal. H2O/1,000 SF)
August	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF
October	A complete fertilizer based on soil tests + Pre-M

At times environmental conditions may require additional applications of nutrients, augmenting the above fertilization programs to ensure that turf areas are kept uniformly green, healthy and in top condition. It shall be the responsibility of the contractor to determine specific needs and requirements and notify the resident project representative when these additional applications are needed.

Fertilizers containing iron shall be removed from all hard surfaces to avoid staining before the sprinklers are activated after application of the fertilizer. Any stains caused by a failure to do so will be the responsibility of the contractor to remove.

Soil test samples shall be taken by the contractor to determine the presence of Phosphorus and whether changes in the fertilizer pH or formulations are required. Should changes be of merit, the Contractor shall notify the district in writing prior to the implementation of such changes.

Fertilizer shall be applied in a uniform manner. If streaking of the turf occurs, correction will be required at no additional cost to the District. Fertilizer shall be swept/blown off all hard surfaces onto lawns or beds to avoid staining. **IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REMOVE ANY STAINS FROM ANY HARD SURFACES ON THE PROPERTY CAUSED BY THEIR NEGLIGENCE OF THE FERTILIZER APPLICATION.** Fertilizer shall not be applied within ten (10) feet from the landward extent of any surface water. Spreader deflector shields are required when applying fertilizer by use of any broadcast or rotary spreader. Deflector shields must be positioned such that fertilizer granules are deflected away from all impervious surfaces and surface waters.

VETERANS PARK ANNUAL TREATMENTS, AERIFICATION, FERTILIZATION AND OVERSEEDING

Contractor shall assume the cost for proper treatment to restore the athletic fields to include:

4 aerification and water-soluble nitrogen fertilization during the growing season.

4 applications of complete granular fertilization during the growing season.

4 applications of Primo Max regulator during the growing season.

Top dressing with sand after aeration (4x per year or as required) and weekly mowing with a “reel” mower.

Overseeding both Bermuda Sports Fields at a rate of 8 pounds of Rye Seed per 1000sqft or as needed.

SHRUB, TREE & GROUNDCOVER FERTILIZATION:

For purposes of bidding, all shrubs, groundcovers, and trees shall be fertilized according to the following specifications:

3 Times a year – (March, June, October)

A complete fertilizer (formula will vary according to soil test results) at a rate of 4-6 lbs. N/1000 sq. ft. /year. (A minimum 50% Nitrogen shall be in a slow-release form)

Fertilizer shall be applied by hand in a uniform manner, broadcast around the plants, but never in direct contact with stems or trunks. Fertilizer shall never be piled around plants. All fertilizer remaining on the leaves of the plants is to be brushed or blown off. **IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPLACE ANY PLANT MATERIAL DAMAGED BY FERTILIZATION BURN DUE TO HIS NEGLIGENCE.**

PALM FERTILIZATION:

All Palms shall receive 1 ½ pounds of 8N-2P2O5-12K2O+4Mg with micronutrients per 100 SF of palm canopy four times per year (March, June, September, November). 100% of the N, K & Mg **MUST** be in slow-release form. All micronutrients must be in water soluble form. Fertilizer shall be broadcast evenly under the dripline of the canopy but must be kept at least 6” from the palm trunk.

Fertilizer shall not be billed equally monthly but invoiced the month after application.

Contractor must notify the district 48 hours prior to performing any palm fertilization. Contractor shall provide the DISTRICT with all fertilizer analysis tags from the fertilizer to verify correct formulation and quantity. Payment will not be made until the correct quantity and formulation has been verified and applied. The contractor must notify the district five (5) working days in advance of the day the property is scheduled to be fertilized. Failure on the part of the Contractor to so notify the district may result in the Contractor forfeiting all rights to payment for the applications made without notification.

PART 3
PEST CONTROL

INSECTS AND DISEASE IN TURF - Insect and disease control spraying in turf shall be provided by the Contractor every month (or as needed if not required - Contractor should consult with District's Designee if insect/disease control is not required) with additional spot treatment as needed. During the weekly inspections, the Contractor is responsible for the identification and eradication/control of disease and insect damage including but not limited to scale, mites, fungus, chinch bugs, grubs, nematodes, fire ants, mole crickets, etc. The contractor shall pay for the chemicals. Please list all chemicals that you will include in your fertilizer applications in the space allocated for "formula" under the fertilization section in the bid form. Also include the cost of these chemicals as part of the fertilizer application. Any anticipated additional treatments shall be included in the Pest Control portion of the bid form.

INSECTS AND DISEASE CONTROL FOR TREES, PALMS AND PLANTS - The Contractor is responsible for the treatment of insects and diseases for all plants. The appropriate insecticide or fungicide will be applied in accordance with state and local regulations, and as weather and environmental conditions permit. The contractor shall pay for the chemicals. There are several afflictions that may be detrimental to the health of many trees and palms. The contractor will be fully responsible for the treatment of such afflictions. At the District's discretion, this may include the quarterly inoculation of all palms susceptible to Lethal Yellowing and/or Texas Phoenix Palm Decline. The cost of these inoculations should be included as a separate line item in your Pest Control price. The contractor is to identify those species of palms susceptible and supply a list of species and quantities with a proposal. Each susceptible palm shall receive quarterly injections. Each injection site/valve can be used only twice. The third quarterly injection requires a new valve and injection site. Contractor is asked to provide cost per injection (material & labor) multiplied by quantity of susceptible palms multiplied by four inoculations per year in bid form. **The District reserves the right to subcontract out all OTC Injection events. This will not be included in the Contract Amount.**

The contractor will perform biweekly inspections of all District owned property at which time a punch list of deficiencies and corrective measures will be presented to the district's Field Operations Manager.

The Contractor is required to inspect all landscaped areas during each visit for indication of pest problems. When control is necessary, it is the responsibility of the Contractor to properly apply low toxicity and target-specific pesticide. If pesticides are necessary, they will be applied on a spot treatment basis when wind drift is not a threat. Top Choice ant bait will be used once annually at the grass areas where special events are held at the Amenity Center or Veterans Park.

Careful inspection of the property on each visit is crucial to maintaining a successful program. It is the Contractor's full responsibility to ensure that the person inspecting the property is properly trained in recognizing the symptoms of both insect infestations and plant pathogen damage (funguses, bacteria, etc.). It is also the Contractor's responsibility to treat these conditions in an expedient manner.

It shall also be the Contractor's responsibility to furnish the resident project representative with a copy of the Pest Management Report which he is to complete at every service as well as all certifications (including BMP Certifications) of all pesticide applicators. The contractor shall familiarize himself with all current regulations regarding the applications of pesticides and fertilizers.

If at any time the district should become aware of any pest problems, it will be the Contractor's responsibility to treat pests within five (5) working days of the date of notification.

FIRE ANT CONTROL

The contractor is required to inspect property each visit for evidence of fire ant mounds and immediately treat upon evidence of active mounds. In small areas control can be achieved by individual mound treatment. Active mounds in larger turf areas will require broadcast application of bait.

For informational purposes only, Contractor is asked to provide the cost for the annual application of Top Choice in all finished landscaped and irrigated areas on the Plans/Maintenance Exhibit. This does not include lake banks behind the residential properties or between ponds and conservation areas.

Pest Control will not be included as a standard line item in each monthly billing but shall be invoiced as a separate line item the month after service is rendered.

Pest Control shall be included in the Contract Amount.

PART 4

IRRIGATION SYSTEM MONITORING AND MAINTENANCE

IRRIGATION SYSTEM. The Contractor shall inspect and test the irrigation system components twice monthly during the growing season (April 1- October 31) and once a month during the dormant season (November 1-March 31). This shall include all the existing irrigation systems. The irrigation system summary table of controllers, zones and clocks are provided to the Contractor herein. All routine repairs shall be included as part of the contracted amount; system integrity repairs that are related to the infrastructural integrity of the irrigation system shall be borne by the district. Should Contractor have a disagreement about the nature of the repair, the Contractor shall work with the District and its Designee in good faith to resolve such disagreement.

A. Irrigation Controllers

1. Semi-automatic start of the automatic irrigation controller.
2. Check for proper operation.
3. Lubricate and adjust mechanical components.
4. Test back up programming support devices.
5. Ensure the proper operation of each automatic rain shutoff device. If none, provide a proposal for the installation to be included in the 30-day irrigation audit.

B. Water Sources

1. Visual inspection of water source.
2. Clean all ground strainers and filters regularly.
3. Test each pump (if applicable) at design capacities **weekly** and inform the District Designee of any problems immediately. This is to minimize the time a water source is down. The contractor shall also confirm weekly that all backflow preventers are on and operating properly, if applicable.
4. Test automatic protection devices.

C. Irrigation Systems

1. Manual test and inspection of each irrigation zone in its entirety.
2. Clean and raise heads as necessary.
3. Adjust arc pattern and distance for required coverage areas.
4. Clean out irrigation valve boxes.
5. Inspect and maintain battery-operated valves throughout the property and replace batteries as needed. The contractor shall be responsible for ordering replacement batteries, the cost of which shall be billed to the district at actual cost with no markup.

D. Report

1. Irrigation operation time.
2. Irrigation start time.
3. Maintenance items performed.
4. General comment and recommendations.

The above list is for routine maintenance and adjustment of the existing irrigation system components. Locating and repairing or replacing automatic valves or control wires and irrigation controller or large-scale repairs are to be considered additional items. **Contractor shall provide a list of additional charges and pricing for such items other than routine maintenance as a separate price from this bid.**

Routine irrigation maintenance is to be completed monthly. Each zone is to be turned on and operated for as long as necessary to verify proper operation. Each head, seal, nozzle, and strainer are to be inspected for adjustment and shall be aligned, packed, cleaned and repaired, as necessary. Shrubs, groundcovers, and turf around sprinkler heads shall be trimmed to always maintain maximum clearance for the greatest coverage. The contractor shall also provide risers as needed to raise heads to a suitable height above plant material, when necessary, at no additional cost to District. All below ground repairs including valves, pumps and wiring require an estimate for all such repairs. Upon written approval from Management, Contractor shall proceed. In the event of an emergency, Contractor shall make a diligent effort to contact, with the approximate price or estimate of repairs, Management, or their assign prior to making such repair.

Upon being awarded contract, Contractor shall have a period of ten (10) business days from date of commencement to perform a thorough audit of the entire irrigation system listing items that need repair/replacement for the system to operate properly. A separate audit may also be provided by the Contractor listing those items that would improve the irrigation system. Any action taken regarding the Irrigation Audit will be at the Board of Supervisors' discretion.

Assuming the Board of Supervisors approves the repairs listed in the 30-day audit and after such repairs have been made, after the ten (10) day period has expired and for the duration of the contract, Contractor shall assume, at no additional cost to the District, responsibility for any and all maintenance deficiencies, including parts and labor, associated with the irrigation system, to include sprinkler heads, nozzles, drip, main and delivery lines and any associated fittings. Said repairs shall be performed immediately. The District's Designee shall be notified what day and time of the week the irrigation tech will be available servicing the community. The Contractor will keep detailed irrigation reports consisting of run times and correct operation of the system. A copy of this report will be maintained by the Contractor and a copy delivered to the District's Designee, along with the weekly report. At no time shall the Contractor leave the property knowing of the need for a repair and not reporting it.

Watering schedules shall meet all government regulations, and zone times will be adjusted depending on job conditions, climactic conditions and all watering restrictions of St. Johns County and Duval County, or any other governmental agencies. It is the responsibility of the Contractor to ensure the turf and plant material remains healthy. If the Contractor finds that the irrigation system cannot adequately cover the district in the allotted time, it will be the Contractor's responsibility to bring this to the attention of the district representative and apply for a variance. Violations and/or fines imposed by any local or state agency will be deducted from the Contractor's monthly payment.

Emergency service shall be available after normal working hours and an emergency telephone number will be provided to Management.

FREEZE PROTECTION. The Contractor shall describe ability and cost per man-hour to provide freeze protection for both landscape material and pumps/wells.

1. **Responsibility for Sprinkler Head Repairs:** Contractor shall have sixty (60) days from the effective date of the Agreement to conduct a comprehensive review of the district's irrigation system, including all sprinkler heads, and submit proposals for any items needing repair. After the 60-day period has expired and any necessary repairs have been made, Contractor and District shall share the cost of sprinkler head repairs 50/50; i.e., the Contractor shall bear 50% of the applicable sprinkler head repair costs and the district shall bear 50% of the applicable sprinkler head repair costs. Contractor shall not be responsible for any items identified as needing repair if the district does not authorize the recommended repair.
2. **Bid Alternate:** Contractor shall submit a price to provide a full time Irrigation Technician / Water Manger to provide routine maintenance as stated in this section, make repairs related to the irrigation systems in the district, manage all controllers to provide seasonal watering requirements and minimize irrigation use when conditions allow. This would replace irrigation inspections totals on the Proposal summaries.

PART 5
INSTALLATION OF MULCH

After prior approval by the Board of Supervisors, Contractor shall top dress all currently landscaped areas as shown on the plans/maintenance map (landscaped beds & tree rings) at the Amenity Center and Veterans Park with Brown Cyprus Mulch (or the choice of the designee) in the beds and Pine Straw Mulch on Bartram Springs Parkway. The interior of the dog park area will receive hardwood colored mulch chips to maintain an acceptable depth for the intended use of this area (4-6 inches). All playground areas will be maintained with the certified required depth to follow playground regulations at a minimum of twice (2) per year.

Mulched areas should be raked, leveled, or mulch removed to maintain 3"-4" level of mulch in beds prior to the installation of new mulch. Such an application is expected to be twice per year (May and November). In doing so, Contractor shall ensure that all mulched areas (excluding playground and dog park) are brought to a minimum depth of three (3) inches after compaction. The contractor is responsible for all necessary cleanups related to this procedure.

The District's Field Operations Manager should be notified 2 weeks prior to mulch installation to assure that proper trenching occurs to assure mulch does not spill over into walkways, paths, hardscapes, etc.

The contractor agrees to provide neat and defined lines along the edges of all mulched areas. This is done to facilitate mechanical edging of these areas. Additionally, Contractor shall properly trench all bedlines adjacent to concrete surfaces. Trenches shall be 3" deep and beveled. Mulched beds on slopes adjacent to turf shall also be trenched to a depth of 3" & beveled to reduce mulch washout. Mulch shall not be piled around tree trunks or bases of plants. Any mulch "volcanoes" around tree trunks shall be corrected immediately at no additional cost to District.

Contractor agrees to ensure that mulch caught in plant material will be shaken or blown from plants, so that upon completion there is no plant material left covered with mulch.

If, after installation is complete and it is determined that additional mulch or Pine Straw is required to attain the required 3" depth, sufficient mulch shall be supplied by Contractor at no additional cost to District.

At the Amenity Facility, including but not limited to the pool area, the Contractor must REMOVE old mulch and replace it with new mulch up to the 3" depth. Supplementation elsewhere is permissible.

This item will not be included in the contract amount and shall be invoiced separately the month after service is rendered. The contractor shall provide a price per cubic yard and estimated quantities to be installed per top dressing (based on his own field measurements) and shall submit with bid.

The District reserves the right to subcontract out all mulching events.

PART 6
ADDITIONAL REQUIREMENTS

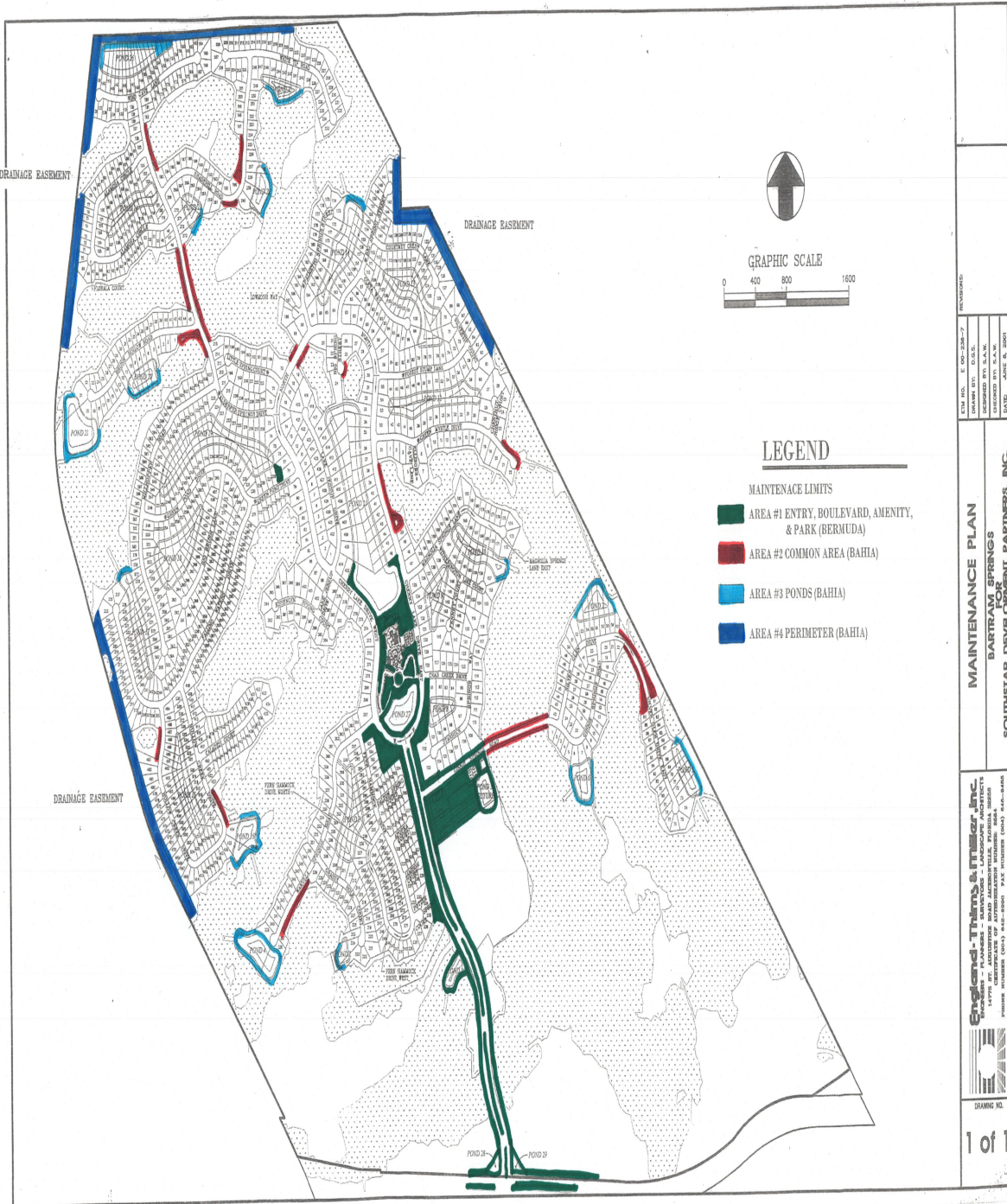
QUALITY CONTROL INSPECTIONS - A qualified representative from the Contractor's firm shall accompany the district representative on monthly quality inspections. Any deficiencies within the scope of service shall be corrected with 7 days of each inspection.

REPORTING - A written report shall be completed and submitted 10 days prior to the monthly CDD Board of Supervisors meeting 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.

ATTENDANCE AT MEETINGS - Upon request of the District, the Contractor shall attend regularly scheduled District meetings.

LICENSURE - Contractor must have and maintain the appropriate licensure for business operation within St. Johns and Duval County and the State of Florida. This includes irrigation licensing, pest control business license and applicable business license.

DRAFT



LEGEND

MAINTENANCE LIMITS

- AREA #1 ENTRY, BOULEVARD, AMENITY, & PARK (BERMUDA)
- AREA #2 COMMON AREA (BAHIA)
- AREA #3 PONDS (BAHIA)
- AREA #4 PERIMETER (BAHIA)

REVISIONS		
DATE	BY	DESCRIPTION
01/11/01
02/15/01
03/20/01
04/25/01
05/30/01
06/05/01
06/10/01
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MAINTENANCE PLAN
BARTRAM SPRINGS
 SOUTHSTAR DEVELOPMENT PARTNERS, INC.

Legend - Thomas & Fisher, Inc.
 14775 47th Avenue, Jacksonville, Florida 32258
 PHONE NUMBER (904) 948-1800 FAX NUMBER (904) 948-1808



DRAWING NO.

1 of 1

EIGHTH ORDER OF BUSINESS

October 16, 2023

Mr. Jim Oliver
Bartram Springs Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Re: Bartram Springs Community Development District
Resignation of District Engineer

Dear Mr. Oliver:

It has truly been a pleasure serving as District Engineer for the Bartram Springs Community Development District since its establishment. I have enjoyed seeing it grow to the wonderful community that it is today. Unfortunately, demands on our time now require that we relinquish our position as District Engineer. Please accept this letter as ETM's notice of resignation as District Engineer, effective 30 days from the next meeting. It has been a pleasure working with you, the Board of Supervisors, and the rest of the District staff. We will be happy to work with our successor to provide a smooth transition.

Feel free to contact me with any questions.

Sincerely,



George V. Katsaras
District Engineer



**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
FOR THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Bartram Springs Community Development District (“**District**”), located in Duval County, Florida, announces that professional engineering services will be required on a continuing basis for the District’s infrastructure improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual (“**Applicant**”) desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement (“**Qualification Statement**”) of its qualifications and past experience on U.S. General Service Administration’s “Architect-Engineer Qualifications, Standard Form No. 330,” with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant’s professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant’s willingness to meet time and budget requirements; d) the Applicant’s past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the [Jurisdiction]; e) the geographic location of the Applicant’s headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“**CCNA**”). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m. on _____, 2023 to the attention of James Oliver (by email to: joliver@gmsnf.com) (“**District Manager’s Office**”).

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

Publish on: _____

BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT ENGINEER PROPOSALS

COMPETITIVE SELECTION CRITERIA

1) Ability and Adequacy of Professional Personnel (Weight: 30 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance (Weight: 30 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) Geographic Location (Weight: 5 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Certified Minority Business Enterprise (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads (Weight: 10 Points)

Consider the recent, current and projected workloads of the firm.

7) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

NINTH ORDER OF BUSINESS

Draft Bartram Springs Amenity RFP Response Format:

1. **Reference Materials:** Please consult the following before responding to the questions below:
 - a. Scope of Services Desired
 - i. Amenity Management
 - ii. Field Operations (Maintenance, Janitorial, Pool Chemistry and Filtration, Pet Waste Stations, Project Management & Vendor oversight)
 - iii. Lifestyle (Events)
 - iv. Lifeguards
 - v. Programming (Lessons, Group Fitness, Camps, Food Trucks, etc.)
 - vi. Athletics
 - vii. Amenity Website
 - b. Job Descriptions (see attached)
 - c. Amenity Hours: <https://bartramspringsamenity.com/pool-and-fitness-center-hours/>

2. **Mandatory Onsite Tour:** All wishing to respond to the RFP are required to attend a self guided onsite tour on XX/XX/XXXX @ XX:XX. No RFP submissions will be accepted from any proposers who do not attend the onsite tour. Please check in with the front desk of the amenity center located at XXXX to receive an access card and facility map.

3. Staffing Requirements & Fee Breakouts:

a. FY2024

Position	Annual Hours	Hourly or Salaried Wage (1)	Total Gross Wages (2)	Total Direct Employee Burden (3)	Total Fee to CDD (4)
General Manager	2080+				
Facility Manager/Lifestyle Dir	2080+				
Field Operations Manager	2080+				
Sr Guest Services Attendant	1,144				
Guest Services Attendant	3,553				
Fitness Center Monitor	1,456				
Sr. Maintenance Tech	2080				
Maintenance Tech	1040				
Lead Lifeguard	612				
Lifeguards	4,623				
Event Attendant	60				
Totals	NA				

b. FY2025

Position	Annual Hours	Hourly or Salaried Wage (1)	Total Gross Wages (2)	Total Direct Employee Burden (3)	Total Fee to CDD (4)
General Manager	2080+				
Facility Manager/Lifestyle Dir	2080+				
Field Operations Manager	2080+				
Sr Guest Services Attendant	1,144				
Guest Services Attendant	3,553				
Fitness Center Monitor	1,456				
Sr. Maintenance Tech	2080				
Maintenance Tech	1040				
Lead Lifeguard	612				
Lifeguards	4,623				
Event Attendant	60				
Totals	NA				

c. FY2026

Position	Annual Hours	Hourly or Salaried Wage (1)	Total Gross Wages (2)	Total Direct Employee Burden (3)	Total Fee to CDD (4)
General Manager	2080+				
Facility Manager/Lifestyle Dir	2080+				
Field Operations Manager	2080+				
Sr Guest Services Attendant	1,144				
Guest Services Attendant	3,553				
Fitness Center Monitor	1,456				
Sr. Maintenance Tech	2080				
Maintenance Tech	1040				
Lead Lifeguard	612				
Lifeguards	4,623				
Event Attendant	60				
Totals	NA				

(1) Show as annual compensation for salaried and hourly rate for hourly employees at the beginning of the contracted year.

(2) Show as total annual gross compensation for salaried and hourly employees (average hourly wages x total annual hours) at the beginning of the contracted year.

(3) Include cost of all expenses associated directly with staffing that position (benefits, payroll taxes, worker's compensation insurance, medical, etc.). Annual figure. Assume all employee eligible receive medical benefits when calculating costs.

(4) The total charges to the District for providing the services. This cost may be broken out by line item or simply a total figure at the bottom of the table. This would be inclusive of any profit.

- 4. **Please provide details around the benefits you provide your employees (please differentiate between PT and FT)**
- 5. **Please detail any alternative staffing and fee structures or additional scope of services and costs besides the framework provided in #1 that you would like the Board to consider.**
- 6. **Please provide resumes/profile for all proposed salaried (General Manager, Field Operations Manager, Facility Manager/Lifestyle Director, etc.) onsite staff and those providing direct corporate support.**

7. Community References (List all CDDs/HOAs where Amenity Services are currently provided)

Community Name	Indicate CDD or HOA	Total # of Households Occupied as of 10/1/2023 (1)	County Community is Located	Yrs & Months Contract Managed by Proposer	2022 Total Fee Charged the CDD/HOA for Services	CDD Chair/HOA President Name & Email

(1) Bartram Springs has 1,694 Occupied Households so communities of similar size will be most relevant for Board evaluation and comparison.

10. **Programs & CDD Revenue Share:** Please describe all fee-based programming (athletics, fitness classes, camps, lessons, etc.) that you plan to provide at Bartram Springs during the first year of the contract and proposed revenue share (%) with the CDD and estimated total annualized \$.

Program	Description	CDD Revenue Share %	Estimated Annualized CDD Revenue share \$

11. **Program References:** Provide examples of similar programs as proposed that your firm is currently providing to other similar sized communities (what have you done elsewhere).

Program	Community Name	Total # of Households Occupied	2022 Total Annual Participants	2022 Total Revenue Provided to the CDD/HOA

12. **Please describe and provide examples of your approach to resident engagement:** (eblasts, mobile apps, website, surveying, social media, newsletters, etc.)

13. **Provide examples of recent Board Reporting for similar sized communities.** (Amenity Manager Report, Lifestyle Report, Event Recap, Project Trackers, etc.)

14. **Please describe training provided to employees** (HR, job specific, certifications, etc.).
15. **Please describe your approach to quality assurance with respect to the services you are proposing:** What processes/tools do you use to ensure the quality of services you provide?
16. **Please describe what support onsite personnel get from corporate?** (Operational Management, Payroll Support, HR, IT, Accounts Payable, etc.)

Current Job Descriptions – Bartram Springs CDD Team

General Manager – This position directs and coordinates all activities of the Field Operations, Facility, and Lifestyle teams. Responsibilities and duties include:

- Create an atmosphere of First Class Service to residents through exemplary customer service experiences, engaging events, and maintenance of a “resort ready” Amenity Center.
 - Hire, train, support and coach Management and Clubhouse Personnel
 - Resolve escalated customer service challenges or issues
 - Ensure appropriate execution of District Amenity Policies
- Manage Vesta P&L including:
 - Proper monthly billing to the District for contracted and non-contracted services
 - Oversight for revenue collection and sharing with the District
 - Expense control for Programming and Vesta sponsored events
- Manage District budget, including:
 - Operational expenses, special events, Holiday decorations
 - Capital Reserve projects
- Facilitate consistent communications with Field Operations Manager and Maintenance team to assist in priority setting and direction of key projects, maintenance and repairs.
 - Track times to completion, cost, and other pertinent information for projects completed in house
 - Ensure adherence to contracted services, time to completion, and any other pertinent information for projects requiring outside vendors
 - Assist in strategic planning of capital projects
 - Receive all proposals and monthly board report documents to compile and submit to the District
- Facilitate consistent communications with the Amenity Manager/Lifestyle Director to assist with priority setting and direction of key projects, events, and programming
 - Support seasonal hiring efforts via internet recruitment, job fair, and referrals for Lifeguard and Summer Camp staff
 - Maintain strong relationships with Vesta programming department (Amenity Athletics, Regional Lifestyle Director) and third party vendors (fitness, swim lessons, swim team)
 - Provide any necessary follow-up with residents and/or the Board on incident reports, security breaches, or violation of rules or policy
 - Oversee yearly Resident Access Card audit
 - Receive all monthly board report documents to compile and submit to the District
- Maintain positive relationships and communications with the District Manager and Board of Supervisors
 - Monthly reporting/presenting at Board meetings and workshops
 - Providing necessary information to Board in between meetings regarding project updates, major equipment failures or anything resulting in Amenity closure, security breaches or acts of vandalism, briefings on any resident brought before the Board for suspension of privileges, etc.
 - Individual project partnerships with appointed board members providing oversight

- Deliver effective presentations/public speaking in Board meetings, at community events, and in staff trainings and meetings
- Assist the Board in creating pertinent and effective Amenity Center policy
- Execute regular facility walk through/inspections with Field Operations and Amenity Managers and creating a priority list of repairs/maintenance based on those walk throughs
- Create and implement regular resident surveys to gain feedback on all aspects of the Amenity center, including policy, event/private rental satisfaction, fitness center and offerings, facility maintenance, etc.
- Create positive and effective resident communications via Eblast and social media regarding emergent issues like inclement weather closures, water main break procedures, or other situations that require a specific operating procedure
- Provide support to Clubhouse staff for large scale events such as Election Days, Swim Meets, etc.
- Host seasonal New Resident Meetups to meet newly registered residents and answer all of their questions
- Make regular deposits of Vesta monies collected for staffing fees or from third party vendors
- Bring funds collected on behalf of the CDD to the GMS office twice monthly in the summertime, monthly in the off season

Field Operations Manager – Provides day to day oversight of all District common areas and assets.

- Administer contract execution/compliance of all District contractors on both a project based or ongoing basis
 - Landscape
 - Pond Maintenance
 - Stormwater Management
 - Pool Service
- With General Manager, manage both the Vesta and District maintenance and repair budgets and Capital Improvement costs
- Submit monthly board reports and proposals to General Manager 3 days prior to District submission deadline
- Write detailed scope of work for projects requiring outsourcing. Acquire appropriate work estimates and present to the Board as necessary
- Ensure all outside contractors meet all terms and conditions as written
- Provide timely responses to resident requests for service and complete as expeditiously as possible
- Working with General Manager, remain fully aware of all safety and security issues or hazards within the community, communicating with appropriate District personnel and recommending or implementing appropriate corrective action or recommendations accordingly
- Maintain full knowledge of community landscaping, lake and wetland management
- Have advanced knowledge of electrical, plumbing, carpentry, painting, pools and other recreational management skills
- Assist in negotiating, purchasing and bidding of contracted services
- Monitor conservation areas
- Coordinate major repairs through District management

- Survey and maintain all community lighting
- Ensure debris does not collect and is removed from outfall structures to prevent flooding issues
- Along with General Manager, implement District-approved capital projects and acquire a minimum of 3 bids on any recommended capital improvements
- Advise the District of necessary repairs, extraordinary cleaning, or replacement of items due to normal wear and tear, acts of God, or vandalism and secure cost estimates
- Maintain inventory of maintenance items and system of preventative maintenance
- Complete repairs and projects in house when able

Senior Maintenance Technician – Full time support for Field Operations Manager in Maintenance and Repair projects

- Is able to complete a variety of light plumbing, electrical, carpentry and paint work
- Assists with pools including vacuuming and filtration systems
- Maintains chemical balance of pools
- Routinely walks the grounds and reports any landscape, irrigation or security issues to management
- Assists Field Operations Manager with any key projects to be completed in house that would provide potential savings to the District versus outsourcing

Maintenance Technician – Part time support for Field Operations Manager that performs general light maintenance work

- Blows off entire pool deck, removes debris from pool
- Maintains pet waste stations
- Pressure washes Veterans Park bathrooms weekly
- Removes trash and debris from Veterans park
- Pressure washes when necessary
- Blows off tennis/pickleball court
- Rakes volleyball court
- Brushes down cobwebs/spider nests, cleans bugs out of light fixtures
- Other duties as assigned by Field Operations Manager or General Manager

Facility Manager/Lifestyle Director – Maintains daily operations of the Amenity Center while creating and executing engaging events and programming for residents.

- Welcome residents and registered guests into the facility, giving tours, and otherwise providing positive Guest Services experiences
- Ensure proper registration of new residents in accordance with District policy
- Conduct regular walk throughs of facility to ensure opening, closing and cleaning checklist items are being completed and cleanliness maintained
- Communicate maintenance issues, irregular pool chems, needed fitness equipment repairs, janitorial issues, pests/rodents, etc, to Field Operations Manager via GroupMe and/or the Google Doc
- Create/Plan/Execute fun and engaging events year-round for a variety of the demographics living at Bartram Springs

- Manage Special Events budget
- Create staff schedules for Clubhouse, Seasonal, Private Rental, and Special Event staff
- Provide continued training opportunities for Clubhouse and Seasonal staff
- Supervise room setup for events and private rentals in the Social Hall, in the Pool Deck Gazebos, and at the Athletic Field
- Ensure residents are following District Policy for utilizing the Amenities, provide guidance and information to residents who are not following policy, and provide thorough incident reports to General Manager for situations that require escalation
- Provide additional Pool Deck supervision during peak hours of the summer season
- Summer Camp
 - Create and/or update camp curriculum yearly, including themes, activities, crafts, and special guests
 - Hire, train and manage seasonal Summer Camp staff including one Camp Director and 6+ Camp Counselors that work from early June to early August. Training includes CPR/First Aid/AED certification, molestation training, and site-specific camp orientation.
 - Manage registrations, refunds, collections, and all welcome and policy communications to camp parents
 - With the Camp Director, manage discipline for campers who may be acting out or not in accordance with Summer Camp policy, communicate with parents, strategize a redirection plan, and in some instances remove campers from the program
- Lifeguard Season
 - Hire, schedule and coordinate Red Cross Lifeguard certification/recertification for a staff of up to 20 seasonal lifeguards to work from Spring Break in March through September 30th
 - Provide continuing education and training opportunities for staff on both Bartram Policy and Lifeguard safety and alertness
 - Write and deliver check-ins (brief performance review summaries) with staff halfway through the season

Senior Guest Services Attendant – Performs all aspects of a Guest Services Attendant, along with the following:

- Guest Service Attendant new employee training
- Private Rental Booking/Supervision
- Yearly Audit Management
- Weekly Update/Monthly Newsletter Creation utilizing Constant Contact, Poster My Wall and Canva
- Create and send issue-specific eblasts when necessary
- Website Update/Maintenance
- Summer Camp Admin (registrations, cancellations, weekly camp parent updates, weekly welcome emails)
- Supply Inventory/Purchasing

Guest Services Attendant – The primary resident experience employee in the front office who welcomes patrons to the Amenity Center and assists with their needs

- Greet residents and their guests as they enter the facility
- Monitor the badge system as residents enter to ensure they are current, enforce age policy if young people come in without adults
- Answer new residents inquiries about how to register for access, collect all necessary paperwork, take photos and assign access cards
- Perform light cleaning duties in the opening and closing checklists, including things like changing out garbage bags, refilling the soap/paper towel/toilet paper dispensers, Windex mirrors, dust in the gym, clean and arrange the Social Hall for private rentals or special events. Unlocking bathrooms, the Social Hall and Club Suite in the mornings. Picking up trash around the outside perimeter of the Amenity Center and parking lot.
- Doing regular walk-throughs of the facility to check supplies in the restroom and fitness center and to monitor activity
- Informing residents of CDD Amenity Center policy when necessary
- Assisting residents with private rental information and scheduling, accepting payments and signed agreements, and providing information about all rental policy
- Checking out private rentals at the end of the night by going through the cleaning checklist with them and noting any damages or incomplete checklist items for management
- Helping residents register for Tennis/Pickleball/Volleyball courts or make reservations for special events through SignUpGenius
- Register residents for overnight parking passes for oversized vehicles
- Assist pool deck staff with inclement weather closure confirmations, Code Brown documentation, incident/first aid reports
- Assist Summer Camp staff with dropoff/pickup, including the checking of identification and signing in/signing out of campers
- Help monitor swim team participants during practice and swim lesson participants to ensure non-residents exit when the practice/lesson ends
- Accept payments for access cards, guest passes, any special event that requires a fee, and food truck payments
- Answer phones, direct calls, take detailed messages when necessary
- Light computer work including resident registration into the database, utilizing SignUpGenius, answering email, checking weather radar, looking property up on Jax Property Appraiser,

Fitness Center Monitor – Monitors gym activity and performs light cleaning duties in the Fitness Center from 7PM – 11PM nightly

- Performs light cleaning work in the gym including wiping down equipment, Windexing mirrors and windows, changing garbage, restocking supplies
- Ensures residents understand and follow gym policies including age policy, footwear, personal training, etiquette, etc.
- Completes walk-throughs of the gym every 30 minutes once the office is closed to be available for questions and to monitor for appropriate usage
- Completes cleaning checklist using the Monday app and photo submissions to validate walk throughs and cleaning projects are completed

- Monitors activity on the security cameras of all areas of the Amenity Center in between gym walks
- Does final walk/inspection and light turnoff at 11PM, shuts down office and locks window and door upon exiting

Lead Lifeguard/Pool Supervisor – Performs all duties of a lifeguard, along with the following:

- Liaison between Pool Deck and Office.
- Advanced understanding of pool rules, can handle escalated customer service issues, calls for closures (Code Brown, Inclement weather, etc)
- Monitors parties and pool activities, lap pool management, Swim Practice/Meets, Swim lessons
- Calls for Adult Swim at 10 minutes before each hour, and manages lifeguard station rotation at the top of every hour
- Works opposite of Facility Manager or General Manager so we have management from open to close
- Assists Amenity Manager with ongoing training/Inservice/staff meetings
- Performs regular audits with Lifeguards to facilitate alertness and keep emergency skills fresh
- Assists Facility Manager with scheduling, getting subs, or covering call outs
- Guide lifeguard staff in cleaning or other duties assigned by office during inclement weather closures

Lifeguard – Continuously monitors water slide and pool activity to prevent drowning

- Currently certified as a lifeguard (including CPR/First Aid/AED) through the Red Cross or another accredited certifying institution
- Monitors all slide and pool activity to ensure compliance with CDD policies and to prevent drowning or injury
- Ready to respond quickly to emergencies, potential emergencies, or hazards
- Can convey District pool and pool deck policy to residents when necessary
- Complete thorough incident reports for any safety, injury, or behavioral issues that need to be reported to Management
- Complete daily checklist of opening and closing activities which include regular testing of pool chemistry, light cleaning around the pool deck, setup of lifeguard stations
- Observe weather conditions and report thunder or lightning to Management staff for radar confirmation prior to an inclement weather closure
- Call Adult Swim for 10 minutes every hour so children take a break from pool activities, and guards can rest eyes, hydrate and rotate stations to support alertness
- Perform protocol for Code Browns or Code Adams
- Report any damaged equipment, safety hazards or unsafe conditions to management
- During inclement weather closures, performing additional cleaning duties as assigned by office staff

Pool/Deck Monitor – Provides an added layer of customer service and safety monitoring on the pool deck. Does not need to be a lifeguard.

- Greets all patrons

- Assists staff in informing and enforcing CDD Pool Deck policy
- Help office staff/management identify non-residents or non-authorized users of the pool deck area
- Monitor Gazebo parties to ensure compliance with rental agreement and CDD policy
- Can work on the slide tower to assist with “crowd control” making sure slide users go one at a time and in a way that is in accordance with CDD policy
- Maintain a neat and presentable pool deck, arranging furniture, cleaning off surfaces, removing trash as necessary

TENTH ORDER OF BUSINESS

RESOLUTION 2024-02

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of the Bartram Springs Community Development District, hereinafter referred to as "District", adopted a General Fund and Capital Reserve Budget for fiscal year 2019, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT TO THE FOLLOWING:

1. The General Fund Budget are hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 13th day of November, 2023 and be reflected in the monthly and fiscal Year End 9/30/23 Financial Statements and Audit Report of the District

*Bartram Springs
Community Development District*

by: _____
Chairman

Attest:

by: _____
Secretary

BARTRAM SPRINGS CDD
RESOLUTION 2023-01

EXHIBIT A

BARTRAM SPRINGS
Community Development District
General Fund
Budget Amendment
For the Period Ended September 30, 2023

	Adopted Budget	Increase (Decrease)	Amended Budget	Actual 9/30/23
REVENUES:				
Maintenance Assessments	\$1,499,158	\$4,969	\$1,504,127	\$1,504,127
Facility Income	\$8,000	\$1,852	\$9,852	\$9,852
Program Sharing - ASG	\$7,000	\$16,818	\$23,818	\$23,818
Comcast Revenue Share	\$20,000	\$2,596	\$22,596	\$22,596
Interest/Miscellaneous Income	\$200	\$19,316	\$19,516	\$19,516
TOTAL REVENUES	\$1,534,358	\$45,551	\$1,579,909	\$1,579,909

EXPENDITURES:

ADMINISTRATIVE:

Supervisor Fees	\$12,000	\$1,800	\$13,800	\$13,800
Fica Expense	\$918	\$138	\$1,056	\$1,056
Engineering Fees	\$6,000	\$2,064	\$8,064	\$8,064
Assessment Roll	\$5,000	\$0	\$5,000	\$5,000
Arbitrage	\$600	\$300	\$900	\$900
Attorney Fees	\$38,000	\$0	\$38,000	\$32,866
Trustee Fees	\$12,300	(\$8,259)	\$4,041	\$4,041
Annual Audit	\$3,250	\$0	\$3,250	\$3,250
Management Fees	\$56,327	\$0	\$56,327	\$56,327
Computer Time	\$1,450	(\$0)	\$1,450	\$1,450
Website Maintenance	\$2,340	\$0	\$2,340	\$2,175
Telephone	\$800	\$0	\$800	\$660
Postage	\$1,000	\$720	\$1,720	\$1,720
Insurance	\$62,480	(\$5,391)	\$57,089	\$57,089
Printing & Binding	\$1,500	\$1,358	\$2,858	\$2,858
Record Storage	\$350	(\$350)	\$0	\$0
Legal Advertising	\$2,900	\$0	\$2,900	\$2,232
Other Current Charges	\$1,000	\$277	\$1,277	\$1,277
Office Supplies	\$350	\$239	\$589	\$589
Dues, Licenses, Subscriptions	\$175	\$0	\$175	\$175
TOTAL ADMINISTRATIVE EXPENDITURES	\$208,740	(\$7,105)	\$201,634	\$195,527

AMENITY CENTER

Utilities:				
Electric	\$69,300	(\$5,744)	\$63,556	\$63,556
Water/Irrigation	\$26,000	(\$7,034)	\$18,966	\$18,966
Cable	\$13,306	(\$751)	\$12,555	\$12,555
Gas	\$1,800	(\$396)	\$1,404	\$1,404
Trash Removal	\$10,262	(\$63)	\$10,199	\$10,199
Security:				
Security Monitoring	\$1,000	(\$720)	\$280	\$280
Access Cards	\$2,200	\$127	\$2,327	\$2,327
Management Contracts:				
Facility Management	\$185,861	(\$0)	\$185,861	\$185,861
Pool Attendants	\$86,125	(\$11,562)	\$74,563	\$74,563

BARTRAM SPRINGS
Community Development District
General Fund
Budget Amendment
For the Period Ended September 30, 2023

	Adopted Budget	Increase (Decrease)	Amended Budget	Actual 9/30/23
Field Management/Administration	\$71,419	\$0	\$71,419	\$71,419
Pool Maintenance	\$46,209	(\$1,541)	\$44,668	\$44,668
Janitorial	\$42,834	\$0	\$42,834	\$42,834
Gym Monitor	\$32,621	(\$0)	\$32,621	\$32,621
Facility Maintenance	\$56,274	\$4,372	\$60,646	\$60,646
Pool Chemicals	\$30,999	\$3,184	\$34,183	\$34,183
Mobile Application	\$2,500	(\$0)	\$2,500	\$2,500
Facility Maintenance - COVID	\$7,200	(\$7,200)	\$0	\$0
Repairs and Maintenance	\$78,000	\$12,739	\$90,739	\$90,739
Special Events	\$21,000	\$3,322	\$24,322	\$24,322
Holiday Decorations	\$7,500	\$1,679	\$9,179	\$9,179
Fitness Center Repairs/Supplies	\$9,500	\$0	\$9,500	\$8,078
Office Supplies	\$4,500	\$1,795	\$6,295	\$6,295
ASCAP/BMI Licenses	\$3,000	(\$3,000)	\$0	\$0
TOTAL AMENITY CENTER	\$809,410	(\$10,794)	\$798,616	\$797,195
<i>GROUPS MAINTENANCE</i>				
Landscape Maintenance	\$183,767	\$9,798	\$193,565	\$193,565
Landscape Contingency	\$40,000	\$19,691	\$59,691	\$59,691
Lake Maintenance	\$21,141	\$4,303	\$25,444	\$25,444
Fountain Maintenance	\$1,600	\$637	\$2,237	\$2,237
Grounds Maintenance	\$15,000	(\$11,175)	\$3,825	\$3,825
Pump Repairs	\$7,500	(\$888)	\$6,612	\$6,612
Streetlight Repairs	\$5,700	(\$3,155)	\$2,545	\$2,545
Irrigation Repairs	\$10,000	\$9,768	\$19,768	\$19,768
Miscellaneous	\$2,500	(\$2,260)	\$240	\$240
Capital Reserves Contributions	\$229,000	\$0	\$229,000	\$229,000
TOTAL GROUNDS MAINTENANCE	\$516,208	\$26,719	\$542,927	\$542,927
TOTAL EXPENDITURES	\$1,534,358	\$8,820	\$1,543,178	\$1,535,648
EXCESS REVENUES/(EXPENDITURES)	\$0	\$36,732	\$36,732	\$44,261
Fund Balance - Beginning	\$0		\$256,838	\$256,838
Fund Balance - Ending	\$0		\$293,570	\$301,099

ELEVENTH ORDER OF BUSINESS

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT ADOPTING REVISED ANNUAL USER RATES AND FEES REGARDING THE USE OF THE DISTRICT AMENITY FACILITIES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bartram Springs Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Jacksonville, Duval County, Florida; and

WHEREAS, Chapter 190 and 120, *Florida Statutes*, authorizes the District to adopt rules, rates, charges and fees to govern the administration of the District and defray costs of operation and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the District owns various recreation and amenity facilities including, but not limited to, pools, a club house, fitness center, and sports courts and fields, (“Amenity Facilities”); and

WHEREAS, the District previously adopted and approved an Annual User Fee for the use of the Amenity Facilities by non-residents; and; and

WHEREAS, after providing notice pursuant to Florida law, and after holding a public hearing thereon, the Board of Supervisors (“Board”) finds that it is in the best interests of the District and necessary for the efficient operation of the District and the Amenity Facilities to adopt by resolution revised annual user rates and fees related to the use of the Amenity Facilities, as more particularly set forth in **Exhibit A** attached hereto, and incorporated herein by this reference (“Rates”), for immediate use and application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The above stated recitals are true and correct and are hereby incorporated herein by reference.

SECTION 2. The Rates as set forth in Exhibit A are hereby adopted pursuant to this Resolution as necessary for the conduct of District business. These Rates shall stay in full force and effect until such time as the Board of Supervisors may amend or revise in accordance with Chapter 190, *Florida Statutes*, and shall replace and supersede any rules setting user rates and fees for the Amenity Facilities previously adopted.

SECTION 3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 13th day of November 2023.

ATTEST:

**BARTRAM SPRINGS COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Rates

Exhibit A

Annual User Fee: \$3,000 per year

TWELFTH ORDER OF BUSINESS

<u>Location</u>	<u>Program</u>	<u>Gross</u>	<u>Expenses</u>	<u>Refunds</u>	<u>CDD%</u>
Bartram Springs	Tennis	\$ 410.00	\$ -	\$ -	\$ (41.00)
	Kat Dance	\$ 242.00	\$ -	\$ -	\$ (24.20)
	Champion Swim	\$ 2,673.50	\$ -	\$ -	\$ (267.35)
	Athletics - Summer Flag	\$ 12,975.00	\$ (7,005.66)	\$ (497.50)	\$ (3,265.50)
	Summer Camp	\$ 95,205.00	\$ (43,431.86)	\$ -	\$ (9,520.50)
	Soccer Shots	\$ -	\$ -	\$ -	\$ -
	Personal Training	\$ 311.55	\$ -	\$ -	\$ (31.16)
	Micki/Derri Fitness	\$ 277.65	\$ -	\$ -	\$ (27.77)
Total		\$ 112,094.70	\$ (50,437.52)	\$ (497.50)	\$ (13,177.47)

THIRTEENTH ORDER OF BUSINESS

D.



General Manager's Report

Date of report: 11/6/2023

Submitted by: Sue O'Leary

LIFESTYLE – NO BOARD ACTION NEEDED

OCTOBER EVENTS RECAP: We often think of fall as a quieter time around the Amenity Center, but some of our largest, most popular events happen from October – December. Three very well-attended, popular events happened last month with the Kids Tri, Fall Fest and Trunk or Treat.

KIDS TRIATHLON: We had over 50 racers come to complete the SWIM BIKE RUN. There was a fall chill in the air, but the water in the pool was still in the upper 70s. We had a great range of participants, from seasoned Triathloners, to LOTS of Barracudas, and many doing their very first race event. The company who does the setup and provides the chip timing is experienced and fun and very easy to work with. This race continues to be one of the favorite events we do at Bartram Springs.



Swim



Bike



Run

FALL FEST: One of our largest events of the year! We started the day with Cocoa and Coffee, inviting residents to come to the Amenity Center to update their profile photos as part of the Audit. I enjoyed seeing some families come in after they were at the park for Amenity Athletics, having cocoa and a snack, and getting updated. Then after noon, event staff began arriving to assist close to 30 vendors set up their booths for the Vendor Walk. Our inflatables and face painters arrived, and Stephanie also had a pumpkin painting station for all of the kids. And one of the highlights of the event, the professional photographer! They added a bench and some more mums to our fall display, and families had the opportunity for gorgeous fall photos.



Coffee and Cocoa



Vendor Walk



Inflatables



Fall Photo Opportunity

TRUNK OR TREAT: We had eleven residents decorate trunks, and probably 200 people come through and Trick or Treat. Our Amenity team borrowed MY trunk too and it served as home base for passing out treat bags and collecting votes for Best Trunk. The College Game Day guys took First Place, a hit with kids and parents alike! We also had a great Nightmare Before Christmas trunk take second, and a sweet Cookie Monster's Halloween Bakery take Third.



NOVEMBER EVENTS: Our November Kids Activity Night continued the trend of “selling out” the day we opened registrations, and Stephanie and I worked hard in the office to handle some staffing issues so that we could open some more spots for residents who reached out to us directly. Interest in the Ornament Decoration activity also far exceeded our original expectations, and we expanded registration for this as well – Stephanie is worried we’ll need a bigger tree for all of the decorations! Finally, this month is also the kickoff for one of our most beloved holiday activities, Letters from Santa. This is by far one of the Bartram Springs holiday activities that generates a lot of positive feedback, and Stephanie should be proud of the teamwork between her, Santa and the Elves, making it possible for these special deliveries to appear in the mailboxes of so many Bartram children.



FITNESS CENTER DEEP CLEAN PROJECT – No Board Action Needed: Based on feedback from the QR Code Fitness Center surveys, Stephanie and the Gym Monitor team have been spending one Gym Monitor shift per week working on deep cleaning in the gym.

Their initial efforts have focused on the free weight room, cleaning under machines and weight racks/plate racks, getting rid of as many scuff marks as possible, disinfecting, and dusting walls and the tops of equipment. Our new maintenance and repair company has joined in the effort, beginning an effort to move some of the larger (heavier) cardio equipment and removing dust or debris from underneath those machines. New pads have been ordered and should be on the ways soon too, which is another

common issue brought up in the fitness surveys. Finally, Larry has worked to match paint colors, and very soon will begin freshening up the paint on the window sills and lower walls that is so easily marked and dinged as well. The deep cleaning effort will continue until we have made one thorough pass through the entire facility, and then a regular maintenance schedule will be determined.

RENTAL STAFFING UPDATE – No Board Action Needed

Since the last report, we staffed all 9 Social Hall parties, and did not return any staffing or rental fees for any reason. We returned all security deposit checks without issue.

OVERNIGHT PARKING UPDATE – No Board Action Needed

OCTOBER PERMITS

Engel 10/12 – 10/14

Roth 10/24 – 10/27

Winters 10/31 – 11/3

STRIKES/SUSPENSIONS UPDATE – No Board Action Needed

Full restitution was paid for the damage to the fishing dock and shade structure on the July 4th fireworks incident.

QR CODE SURVEY UPDATE – No Board Action Needed

Links to the results of the initial Pool and Fitness Center Experience surveys were included in the November Bartram Bulletin for residents to read and consider. They received links to both the presentation and the export of the comment data that was made available to the Board in the October meeting. Due to the number of large-scale events at the Amenity Center at this time of year, we are making the Event Experience survey code available through the end of the year, and I will present those results to the Board in January.

POLICY UPDATE – Board Action Needed

The Board discussed the possibility of allowing personal trainers in the gym facility at the last meeting, and tabled discussion/decision until November. Please see the handout provided regarding possible policy changes.

REVENUE UPDATE – No Board Action Needed

Please see the handout for the revenue to date. Per our agreement, I will begin updating the current third party vendor agreements with Soccer Shots, Fitness Instructors, Dance Instructor, and Tennis Pro with the District document to take effect for revenue generated in January.

E.



Field Operations Manager's Report

Date of report: 11/13/2023

Submitted by Winslow Wheeler

PROPOSAL PRESENTATION - Board Action Necessary

AMENITY CENTER ROOF REPLACEMENT

POOL DECK PAVER PROJECT – STRIP, CLEAN, SEAL

PROJECT UPDATES/COMPLETIONS – No Board Action Necessary



HOLIDAY LIGHTING INSTALLATION: While we don't plan to turn on the lights until Thanksgiving weekend, they were installed on November 1st, thus giving us plenty of time to fluff branches, test lights, and add bows. Further, the new Thanksgiving signs were also placed. Stephanie and the Facilities team will complete decoration of the Social Hall Thanksgiving weekend.

NIGHT SWIM LIGHTING- Lighting was replaced 10/18/23. The installer has confirmed the scope of work did not alter the output of the light, and the Department of Health confirmed via email on 11/6/2023 that we do not need to be re-inspected, a letter from the installer about the replacement will suffice. We re-established Night Swim on 11/6.

SLIDE TOWER – Still seeking a general contractor for the replacement of the tower bolts per the Structural Integrity Review. This is an equal-to-equal replacement only. Please see attached report.

BASKETBALL COURT RESURFACING- Contract has been submitted for signature. We are still anticipating a November date for the work.

RED MAPLE TREE REMOVAL (AMENITY KIDS PARK) – Removal of the tree was temporarily postponed, will be rescheduled for November. Replacement of the tree is pending; the vendor specified that the

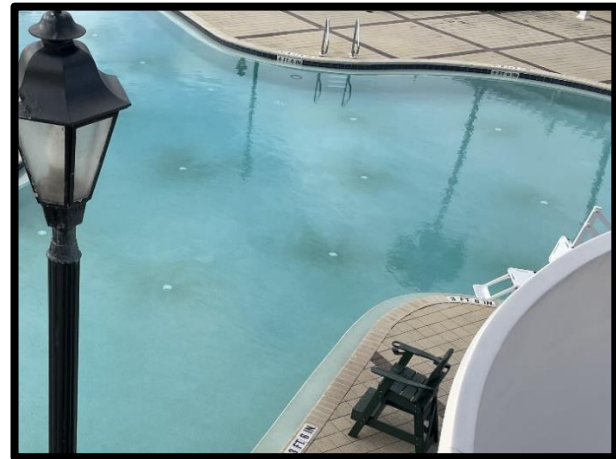
warranty is tree for tree, not for a monetary amount. So an appropriate tree must be determined, and a location for the tree decided by the Board.

COPPER STAIN REMOVAL IN THE LAP AND REC POOLS: Work was completed 10/31/23. The expectation set by the vendor was that at least 80% of the rust stain would be removed, and clearly that result was not achieved. Payment has not been made for this service, and the vendor is scheduled to inspect the result with Sue and Winslow on 11/7/2023.

Before:



After:



VETERANS PARK AWNINGS: At the October meeting, Supervisor Young and I were tasked with investigating possible repair for the Veterans Park Awnings, and we have exhausted all potential avenues and determined that repair is not possible. Therefore, due to a previous Board vote on this matter, we will proceed with a replacement of this awning, utilizing the proposal provided by Boree Canvass at the cost of \$ 9408.00.

ANTICIPATED PROPOSAL CONSIDERATIONS FOR DECEMBER – No Board Action Necessary

DOG PARK SHADE STRUCTURE – After ongoing conversation about the addition of a shade structure at the dog park, I plan to have a proposal summary to present to the Board for action at the December meeting.

AMENITY CENTER KIDS PARK SHADE STRUCTURE – Audience comment at the October 2023 meeting brought forth a request for the Board to consider building a shade structure over the playground equipment at the Amenity Center Kids Park due to soaring temperatures causing the playground equipment to be rendered virtually unusable due to how hot it becomes. Below, find a summary of proposals gathered to date, and we will present a completed proposal summary with photos and financial analysis in December.

PROJECT SCOPE:

- ✓ SINGLE HAT - A single structure that covers the playground equipment.
- ✓ SHADE SAIL - Covers the playground structure and surrounding area.

BID RESPONSE SUMMARY:

VENDOR	COST	COMMENTS (Warranty info, variances with other proposals, etc.)
PLAYMORE RECREATIONAL SERVICES	\$35,035.00	Shade Hat-equipment-\$12,190.00, freight-\$3,195.00 and instillation-\$19,000.00=\$ 35,035.00
	\$55,215.50	Shade Systems-equipment-\$28,000.00, freight-\$2,215.50 and instillation-\$ 25,000.00=\$ 55,215.50
BLISS PLAYGROUND PRODUCTS	\$24,619.40	Shade structure Is galvanized poles with the colors TBD-\$21,216.00 Install footers \$ 5525.00 Discount of \$ 2121.60 3-year warranty on labor, 5 year warranty on canvass.
SHADE AMERICA	NTE	Awaiting proposal

RELEVANT PHOTOS: Photos forthcoming.

STAFF RECOMMENDATION: Recommendation forthcoming.

FUNDING SOURCE: Analysis of Capital Reserve budget forthcoming based on potential November approvals.

OCTOBER FACILITY WALK THROUGH COMPLETED PROJECTS – Following completed projects were a combined effort of both the Maintenance and Facilities teams per our October Manager Facility walks.

VETERANS PARK:

- The entire bathroom building was pressure washed and graffiti removed
- Maintenance team increased effort on bathrooms, including weekly application of odor killer in floor drains, spray out/pressure wash of walls and floors
- Sand mat replacement
- Hand dryers reset/repared
- Bottle filler repaired

FLEX ROOM:

- Lighting replaced
- Fan blades and walls dusted
- Paint touch ups
- Working on repair of side buttons on water fountains
- Floor deep cleaned

LOCKER ROOMS:

- Two toilets in Ladies Room rebuilt/repared
- Floor deep cleaned

GYM

- Stephanie and Gym Monitors have completed 2 deep clean shifts, completing work on the Free Weight Room
- New maintenance vendor completed first PM visit, began cleaning under machines, and placed order for replacement pads

POOL DECK

- Damaged outdoor furniture removed
- New Lap Lane Spool cover ordered
- Outdoor furniture inventory completed, purchase recommendations forthcoming

SOCIAL HALL

- Loose railing repair completed
- Banquet table inventory completed and purchase recommendations forthcoming
- Deep clean of floor completed and room being prepared for Holiday Decorations
- Blue chairs steam cleaned

UPPER DECK BATHROOMS

- Chipped/Discolored ladies room mirror replaced

DOCK GAZEBO LIGHTING

- Bulbs replaced

PROJECTS TO BE COMPLETED

- Thorough pressure wash including: Veterans Park pavilions, sidewalks, garbage can slabs; tennis courts, benches and shade structures; Social Hall patio and upper deck furniture; playground equipment.
- Clean lenses of all security cameras
- Paint scuffed window sills/lower walls in gym
- Send out splash pad buckets for powder coating



LANDSCAPE STATUS REPORT

REPORT SUMMARY

REPORT DATE	PROPERTY NAME	PREPARED BY	MONTH OF SERVICE
10/22/23	Bartram Springs	Paul Lukert	October

SERVICE SUMMARY

COMPLETED IN OCTOBER

- Full-Service maintenance (Mowing/Edging/String Trimming/Blowing) scale back on seasonal cutting to twice per month.
- Detail Work (Weeding/Spraying/Pruning)
- Weeds pulled entry beds on walls and beds out front.
- Weeds pulled in annual beds.
- 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.
- Trim remaining grasses in pool deck beds.
- Weeds and vines along berms treated and removed.

ANTICIPATED FOR NEXT MONTH

- Continued Detail Work (Spraying of landscape bed weeds/Trimming/Weeding of beds)
- Full-Service maintenance (Mowing/Edging/String Trimming/Blowing)

- 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 vines
- Spraying of weeds along berms and removal of vines
- Actively watching ant mounds, treating them as we see them.
- Monitor 14-foot requirements for tree overhang.

Weeds: We are actively spraying and hand pulling to fight the increasing amounts of weeds to ensure properties overall appearance

TURF: Turf Report will be sent

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

TREES & SHRUBS All cutbacks have been completed.

LAKE DOCTORS UPDATE

- Routine monthly treatments continue into the fall. Expect algae in ponds to begin to decrease with temperatures reducing into the fall. 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. The 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.

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

FIFTEENTH ORDER OF BUSINESS

A.

Bartram Springs

Community Development District

Unaudited Financial Reporting
September 30, 2023

Meeting Date
November 13, 2023



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I. Financial Statements - September 30, 2023

II. Assessment Receipts Schedule

III. Long-term Debt Report

IV. Check Register Summary 9/1/2023 - 9/30/2023

BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
September 30, 2023

	General	Debt Service	Capital Reserve	Total Governmental Funds
ASSETS:				
CASH				
Hancock Bank	\$78,783	---	---	\$78,783
Petty Cash	\$200	---	---	\$200
Capital Reserve	---	---	\$154,286	\$154,286
INVESTMENTS				
State Board	\$49,437	---	\$89,229	\$138,666
Custody - Excess Funds	\$112,531	---	---	\$112,531
Series - 2021				
Revenue	---	\$188,370	---	\$188,370
DUE FROM OTHER	\$1,137	---	---	\$1,137
ELECTRIC DEPOSITS	\$720	---	---	\$720
PREPAID EXPENSES	\$78,802	---	---	\$78,802
TOTAL ASSETS	\$321,610	\$188,370	\$243,515	\$753,495
LIABILITIES:				
ACCOUNTS PAYABLE	\$17,805	---	\$8,078	\$25,883
ACCRUED EXPENSES	\$2,706	---	---	\$2,706
TOTAL LIABILITIES	\$20,511	\$0	\$8,078	\$28,589
FUND BALANCES:				
NONSPENDABLE	\$79,522	---	---	\$79,522
UNASSIGNED	\$221,577	---	---	\$221,577
RESTRICTED FOR DEBT SERVICE	---	\$188,370	---	\$188,370
ASSIGNED FOR CAPITAL PROJECTS	---	---	\$235,437	\$235,437
TOTAL FUND BALANCES	\$301,099	\$188,370	\$235,437	\$724,906
TOTAL LIABILITIES & FUND EQUITY	\$321,610	\$188,370	\$243,515	\$753,495

BARTRAM SPRINGS
Community Development District
General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

For the Period Ended September 30, 2023

	Adopted Budget	Prorated Budget Thru 09/30/23	Actual Thru 09/30/23	Variance
REVENUES:				
Maintenance Assessments	\$1,499,158	\$1,499,158	\$1,504,127	\$4,969
Facility Income	\$8,000	\$8,000	\$9,852	\$1,852
Program Sharing - ASG	\$7,000	\$7,000	\$23,818	\$16,818
Comcast Revenue Share	\$20,000	\$20,000	\$22,596	\$2,596
Interest/Miscellaneous Income	\$200	\$200	\$19,516	\$19,316
TOTAL REVENUES	\$1,534,358	\$1,534,358	\$1,579,909	\$45,551

EXPENDITURES:

ADMINISTRATIVE:

Supervisor Fees	\$12,000	\$12,000	\$13,800	(\$1,800)
Fica Expense	\$918	\$918	\$1,056	(\$138)
Engineering Fees	\$6,000	\$6,000	\$8,064	(\$2,064)
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Arbitrage	\$600	\$600	\$900	(\$300)
Attorney Fees	\$38,000	\$38,000	\$32,866	\$5,134
Trustee Fees	\$12,300	\$12,300	\$4,041	\$8,259
Annual Audit	\$3,250	\$3,250	\$3,250	\$0
Management Fees	\$56,327	\$56,327	\$56,327	(\$0)
Computer Time	\$1,450	\$1,450	\$1,450	\$0
Website Maintenance	\$2,340	\$2,340	\$2,175	\$165
Telephone	\$800	\$800	\$660	\$140
Postage	\$1,000	\$1,000	\$1,720	(\$720)
Insurance	\$62,480	\$62,480	\$57,089	\$5,391
Printing & Binding	\$1,500	\$1,500	\$2,858	(\$1,358)
Record Storage	\$350	\$350	\$0	\$350
Legal Advertising	\$2,900	\$2,900	\$2,232	\$668
Other Current Charges	\$1,000	\$1,000	\$1,277	(\$277)
Office Supplies	\$350	\$350	\$589	(\$239)
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE EXPENDITURES	\$208,740	\$208,740	\$195,527	\$13,213

AMENITY CENTER

Utilities:				
Electric	\$69,300	\$69,300	\$63,556	\$5,744
Water/Irrigation	\$26,000	\$26,000	\$18,966	\$7,034
Cable	\$13,306	\$13,306	\$12,555	\$751
Gas	\$1,800	\$1,800	\$1,404	\$396
Trash Removal	\$10,262	\$10,262	\$10,199	\$63
Security:				
Security Monitoring	\$1,000	\$1,000	\$280	\$720
Access Cards	\$2,200	\$2,200	\$2,327	(\$127)
Management Contracts:				
Facility Management	\$185,861	\$185,861	\$185,861	\$0
Pool Attendants	\$86,125	\$86,125	\$74,563	\$11,562

BARTRAM SPRINGS
Community Development District
General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

For the Period Ended September 30, 2023

	Adopted Budget	Prorated Budget Thru 09/30/23	Actual Thru 09/30/23	Variance
Field Management/Administration	\$71,419	\$71,419	\$71,419	(\$0)
Pool Maintenance	\$46,209	\$46,209	\$44,668	\$1,541
Janitorial	\$42,834	\$42,834	\$42,834	\$0
Gym Monitor	\$32,621	\$32,621	\$32,621	\$0
Facility Maintenance	\$56,274	\$56,274	\$60,646	(\$4,372)
Pool Chemicals	\$30,999	\$30,999	\$34,183	(\$3,184)
Mobile Application	\$2,500	\$2,500	\$2,500	\$0
Facility Maintenance - COVID	\$7,200	\$7,200	\$0	\$7,200
Repairs and Maintenance	\$78,000	\$78,000	\$90,739	(\$12,739)
Special Events	\$21,000	\$21,000	\$24,322	(\$3,322)
Holiday Decorations	\$7,500	\$7,500	\$9,179	(\$1,679)
Fitness Center Repairs/Supplies	\$9,500	\$9,500	\$8,078	\$1,422
Office Supplies	\$4,500	\$4,500	\$6,295	(\$1,795)
ASCAP/BMI Licenses	\$3,000	\$3,000	\$0	\$3,000
TOTAL AMENITY CENTER	\$809,410	\$809,410	\$797,195	\$12,215
<i>GROUNDS MAINTENANCE</i>				
Landscape Maintenance	\$183,767	\$183,767	\$193,565	(\$9,798)
Landscape Contingency	\$40,000	\$40,000	\$59,691	(\$19,691)
Lake Maintenance	\$21,141	\$21,141	\$25,444	(\$4,303)
Fountain Maintenance	\$1,600	\$1,600	\$2,237	(\$637)
Grounds Maintenance	\$15,000	\$15,000	\$3,825	\$11,175
Pump Repairs	\$7,500	\$7,500	\$6,612	\$888
Streetlight Repairs	\$5,700	\$5,700	\$2,545	\$3,155
Irrigation Repairs	\$10,000	\$10,000	\$19,768	(\$9,768)
Miscellaneous	\$2,500	\$2,500	\$240	\$2,260
Capital Reserves Contributions	\$229,000	\$229,000	\$229,000	\$0
TOTAL GROUNDS MAINTENANCE	\$516,208	\$516,208	\$542,927	(\$26,719)
TOTAL EXPENDITURES	\$1,534,358	\$1,534,358	\$1,535,648	(\$1,291)
EXCESS REVENUES/(EXPENDITURES)	\$0		\$44,261	
Fund Balance - Beginning	\$0		\$256,838	
Fund Balance - Ending	\$0		\$301,099	

Bartram Springs
Community Development District
General Fund
 Month By Month Income Statement

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
Revenues:													
Maintenance Assessments	\$10,251	\$224,918	\$1,189,112	\$30,615	\$8,622	\$5,829	\$16,262	\$8,199	\$10,319	\$0	\$0	\$0	\$1,504,127
Facility Income	\$1,025	\$940	\$0	\$845	\$1,667	\$0	\$1,890	\$0	\$2,080	\$530	\$0	\$875	\$9,852
Program Sharing - ASG	\$0	\$9,599	\$0	\$0	\$3,924	\$0	\$0	\$4,288	\$0	\$0	\$6,007	\$0	\$23,818
Comcast Revenue Share	\$0	\$0	\$0	\$5,518	\$0	\$5,610	\$0	\$5,800	\$0	\$0	\$5,668	\$0	\$22,596
Interest/Miscellaneous Income	\$320	\$1,368	\$422	\$3,224	\$3,253	\$1,607	\$925	\$1,071	\$2,638	\$1,688	\$1,360	\$1,640	\$19,516
Total Revenues	\$11,596	\$236,825	\$1,189,534	\$40,202	\$17,466	\$13,046	\$19,076	\$19,358	\$15,037	\$2,218	\$13,035	\$2,515	\$1,579,909
Expenditures:													
Administrative													
Supervisor Fees	\$1,000	\$1,000	\$800	\$1,200	\$800	\$1,000	\$1,000	\$2,000	\$1,000	\$1,000	\$2,000	\$1,000	\$13,800
FICA Expense	\$77	\$77	\$61	\$92	\$61	\$77	\$77	\$153	\$77	\$77	\$153	\$77	\$1,056
Engineering	\$1,381	\$383	\$97	\$194	\$430	\$0	\$108	\$1,198	\$1,040	\$1,664	\$645	\$925	\$8,064
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$900	\$900
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,041	\$0	\$0	\$4,041
Attorney	\$1,665	\$6,292	\$2,229	\$2,693	\$2,463	\$1,967	\$1,500	\$2,485	\$3,067	\$2,174	\$3,626	\$2,706	\$32,866
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,250	\$0	\$0	\$0	\$3,250
Management Fees	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$4,694	\$56,327
Computer Time	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$121	\$1,450
Website	\$195	\$195	\$195	\$195	\$195	\$600	\$100	\$100	\$100	\$100	\$100	\$100	\$2,175
Telephone	\$79	\$52	\$36	\$73	\$47	\$27	\$55	\$93	\$6	\$60	\$112	\$19	\$660
Postage	\$91	\$95	\$50	\$130	\$19	\$90	\$45	\$33	\$878	\$77	\$169	\$43	\$1,720
Insurance	\$57,089	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$57,089
Printing & Binding	\$55	\$41	\$94	\$199	\$198	\$132	\$174	\$120	\$1,103	\$296	\$95	\$351	\$2,858
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal Advertising	\$0	\$80	\$163	\$0	\$80	\$153	\$163	\$0	\$659	\$83	\$714	\$139	\$2,232
Other Current Charges	\$64	\$78	\$230	\$115	\$150	\$134	\$95	\$30	\$54	\$80	\$121	\$126	\$1,277
Office Supplies	\$5	\$159	\$68	\$6	\$6	\$11	\$12	\$13	\$1	\$14	\$13	\$281	\$589
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$71,689	\$13,265	\$8,837	\$9,712	\$9,262	\$9,005	\$8,142	\$11,040	\$16,050	\$14,479	\$12,563	\$11,482	\$195,527

Bartram Springs
Community Development District
General Fund
 Month By Month Income Statement

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<u>Amenity Center</u>													
Utilities													
Electric	\$7,449	\$6,493	\$4,684	\$4,950	\$5,924	\$5,021	\$5,164	\$3,934	\$4,486	\$4,363	\$5,422	\$5,665	\$63,556
Water/irrigation	\$1,647	\$1,909	\$1,226	\$1,060	\$1,241	\$1,050	\$1,116	\$1,221	\$3,110	\$1,329	\$2,456	\$1,599	\$18,966
Cable	\$1,127	\$1,126	\$1,126	\$1,126	\$1,168	\$1,168	\$1,168	\$680	\$940	\$1,060	\$934	\$934	\$12,555
Gas	\$135	\$145	\$148	\$86	\$83	\$127	\$164	\$139	\$108	\$122	\$148	\$0	\$1,404
Trash Removal	\$814	\$847	\$847	\$847	\$847	\$847	\$847	\$847	\$847	\$847	\$881	\$881	\$10,199
Security													
Security Monitoring	\$0	\$280	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$280
Access Cards	\$0	\$2,327	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,327
Management Contracts													
Facility Management	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$15,488	\$185,861
Pool Attendants	\$0	\$0	\$0	\$0	\$0	\$4,788	\$7,401	\$8,752	\$17,948	\$18,586	\$10,634	\$6,454	\$74,563
Night Swim	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Mgmt/Admin	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$5,952	\$71,419
Pool Maintenance	\$3,851	\$3,851	\$3,851	\$3,851	\$3,851	\$2,310	\$3,851	\$3,851	\$3,851	\$3,851	\$3,851	\$3,851	\$44,668
Pool Chemicals	\$1,904	\$1,904	\$1,904	\$2,315	\$2,315	\$2,315	\$3,786	\$3,786	\$3,786	\$3,786	\$3,192	\$3,192	\$34,183
Janitorial	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$3,570	\$42,834
Gym Monitor	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$2,718	\$32,621
Facility Maintenance	\$5,749	\$4,941	\$4,689	\$5,223	\$5,325	\$4,689	\$6,581	\$4,689	\$4,689	\$4,689	\$4,689	\$4,689	\$60,646
Mobile Application	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$2,500
Facility Maintenance - COVID	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs and Maintenance	\$4,317	\$13,635	\$2,911	\$3,934	\$4,733	\$8,843	\$10,826	\$11,404	\$4,828	\$6,677	\$7,389	\$11,241	\$90,739
Special Events	\$6,950	\$1,330	\$2,897	\$1,247	\$1,892	\$5,923	\$1,335	\$746	\$1,391	\$454	\$159	\$0	\$24,322
Holiday Decorations	\$0	\$4,912	\$0	\$7	\$0	\$0	\$0	\$0	\$0	\$4,259	\$0	\$0	\$9,179
Fitness Center Repairs/Supplies	\$0	\$384	\$555	\$30	\$555	\$65	\$1,505	\$472	\$555	\$917	\$940	\$2,100	\$8,078
Office Supplies	\$353	\$892	\$273	\$703	\$483	\$963	\$297	\$454	\$425	\$527	\$746	\$180	\$6,295
ASCAP/BMI Licenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Amenity Center	\$62,232	\$72,911	\$53,047	\$53,315	\$56,353	\$66,046	\$71,975	\$68,911	\$74,899	\$79,404	\$69,378	\$68,723	\$797,195
<u>Grounds Maintenance</u>													
Landscape Maintenance	\$14,868	\$14,868	\$16,386	\$16,386	\$16,386	\$16,356	\$16,386	\$16,386	\$16,386	\$16,386	\$16,386	\$16,386	\$193,565
Landscape Contingency	\$3,500	\$1,780	\$5,913	\$0	\$14,850	\$2,393	\$0	\$1,361	\$0	\$24,905	\$4,190	\$800	\$59,691
Lake Maintenance	\$1,762	\$1,762	\$4,162	\$1,762	\$1,762	\$1,762	\$3,662	\$1,762	\$1,762	\$1,762	\$1,762	\$1,762	\$25,444
Fountain Maintenance	\$299	\$0	\$299	\$0	\$0	\$299	\$0	\$0	\$299	\$0	\$742	\$299	\$2,237
Grounds Maintenance	\$0	\$353	\$289	\$0	\$0	\$144	\$152	\$653	\$163	\$571	\$1,275	\$225	\$3,825
Pump Repairs	\$245	\$1,875	\$165	\$0	\$525	\$0	\$0	\$2,462	\$0	\$270	\$830	\$240	\$6,612
Streetlight Repairs	\$529	\$0	\$0	\$0	\$1,620	\$396	\$0	\$0	\$0	\$0	\$0	\$0	\$2,545
Miscellaneous	\$0	\$240	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$240
Irrigation Repairs	\$3,452	\$1,519	\$0	\$1,144	\$497	\$2,309	\$670	\$680	\$6,839	\$1,436	\$914	\$308	\$19,768
Capital Reserves Contributions	\$0	\$0	\$0	\$229,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$229,000
Total Grounds Maintenance	\$24,656	\$22,397	\$27,213	\$248,292	\$35,640	\$23,659	\$20,870	\$23,304	\$25,448	\$45,330	\$26,099	\$20,020	\$542,927
Total Expenditures	\$158,577	\$108,573	\$89,097	\$311,319	\$101,255	\$98,711	\$100,987	\$103,254	\$116,397	\$139,214	\$108,040	\$100,225	\$1,535,648
Excess Revenues (Expenditures)	(\$146,981)	\$128,252	\$1,100,437	(\$271,117)	(\$83,788)	(\$85,665)	(\$81,911)	(\$83,896)	(\$101,360)	(\$136,995)	(\$95,005)	(\$97,710)	\$44,261

BARTRAM SPRINGS
Community Development District
Debt Service - Series 2021
Statement of Revenues & Expenditures
For the Period Ended September 30, 2023

	Adopted Budget	Prorated Budget Thru 09/30/23	Actual Thru 09/30/23	Variance
REVENUES:				
Assessments 2021-1	\$1,192,771	\$1,192,771	\$1,196,815	\$4,044
Assessments 2021-2	\$39,277	\$39,277	\$39,408	\$131
Interest Earned	\$700	\$700	\$25,189	\$24,489
TOTAL REVENUES	\$1,232,748	\$1,232,748	\$1,261,412.52	\$28,664
EXPENDITURES:				
Interest - 11/1	\$134,854	\$134,854	\$134,854	\$0
Interest - 5/1	\$134,854	\$134,854	\$134,854	\$0
Principal - 5/1	\$965,000	\$965,000	\$965,000	\$0
TOTAL EXPENDITURES	\$1,234,708	\$1,234,708	\$1,234,708	\$0
OTHER SOURCES/(USES):				
Interfund Transfer In	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES/(EXPENDITURES)	(\$1,960)		\$26,704	
Fund Balance - Beginning	\$150,613		\$161,665	
Fund Balance - Ending	\$148,654		\$188,370	

BARTRAM SPRINGS
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period Ended September 30, 2023

	Adopted Budget	Prorated Budget Thru 09/30/23	Actual Thru 09/30/23	Variance
REVENUES:				
Capital Reserve Contribution	\$229,000	\$229,000	\$229,000	\$0
Interest Income	\$0	\$0	\$4,229	\$4,229
TOTAL REVENUES	\$229,000	\$229,000	\$233,229	\$4,229
EXPENDITURES:				
Capital Projects	\$75,000	\$75,000	\$19,901	\$55,099
Repairs and Maintenance	\$145,500	\$145,500	\$115,137	\$30,363
Other Service Charges	\$800	\$800	\$0	\$800
TOTAL EXPENDITURES	\$221,300	\$221,300	\$135,038	\$86,262
OTHER SOURCES/(USES):				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES/(EXPENDITURES)	\$7,700		\$98,191	
Fund Balance - Beginning	\$189,018		\$137,246	
Fund Balance - Ending	\$196,718		\$235,437	

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)
Less: May 1, 2023 (Mandatory)	(\$965,000)
Total Outstanding	\$13,255,000

* Reserve Fund Requirement funded by Surety Bond

B.

**BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023 SUMMARY OF ASSESSMENT RECEIPTS**

DIRECT BILLS					
DIRECT BILLS ASSESSED	UNITS	2021-1 DEBT ASSESSED	2021-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
COMMERCIAL - BS CENTER, LLC	21,818	13,854.43	-	10,251.08	24,105.51
DIRECT BILLS RECEIVED		2021-1 DEBT RECEIVED	2021-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
COMMERCIAL - BS CENTER, LLC		13,854.43	-	10,251.08	24,105.51
DIRECT BILLS - BALANCE DUE		-	-	-	-
Direct bills on payment plan with 50% due 11/1/22, 25% due 2/1/23, and 25% due 5/1/23					

TAX ROLL					
TOTAL TAX ROLL	UNITS	2021-1 DEBT ASSESSED	2021-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED	1,694	1,179,025.84	39,277.22	1,488,907.08	2,707,210.14
DUVAL COUNTY DISTRIBUTION	DATE RECEIVED	2021-1 DEBT RECEIVED	2021-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/4/2022	8,991.46	299.54	11,354.67	20,645.67
2	11/16/2022	56,424.03	1,879.67	71,253.86	129,557.56
3	11/25/2022	112,690.87	3,754.10	142,309.20	258,754.17
4	12/5/2022	782,674.67	26,073.46	988,383.64	1,797,131.77
5	12/6/2022	128,216.31	4,271.31	161,915.17	294,402.79
6	12/16/2022	30,734.79	1,023.88	38,812.76	70,571.43
7	1/9/2023	18,606.44	619.84	23,496.74	42,723.03
8	1/24/2023	5,637.08	187.79	7,118.67	12,943.54
9	2/17/2023	6,391.00	212.91	8,070.73	14,674.63
10	2/24/2023	436.75	14.55	551.55	1,002.85
11	3/6/2023	2,496.24	83.16	3,152.32	5,731.71
12	3/17/2023	2,119.35	70.60	2,676.38	4,866.33
13	4/11/2023	10,144.76	337.96	12,811.09	23,293.80
14	4/19/2023	2,732.37	91.02	3,450.51	6,273.91
15	5/4/2023	3,664.55	122.08	4,627.70	8,414.33
16	5/22/2023	2,828.10	94.21	3,571.40	6,493.71
17	6/7/2023	841.76	28.04	1,063.00	1,932.81
18	6/15/2023	7,329.79	244.18	9,256.27	16,830.24
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL COUNTY DISTRIB.		1,182,960.33	39,408.29	1,493,875.68	2,716,244.28
TOTAL TAX ROLL DUE (DISCOUNTS NOT TAKEN)		(3,934.49)	(131.07)	(4,968.60)	(9,034.14)

TOTAL DISTRICT	UNITS	2021-1 DEBT SERVICE	2021-2 DEBT SERVICE	O&M	TOTAL
TOTAL ASSESSED	23,512	1,192,880.27	39,277.22	1,499,158.16	2,731,315.65
TOTAL RECEIVED		1,196,814.76	39,408.29	1,504,126.76	2,740,349.81

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	100.33%	100.33%	100.33%	100.33%

C.

BARTRAM SPRINGS
Community Development District
 Check Register Summary 9/1/2023 - 9/30/2023

Check Date	Check No.	Amount
General Fund - Hancock		
9/1/23	2613-2620	\$10,614.25
9/15/23	2621-2636	\$34,918.61
9/25/23	2637-2642	\$54,707.78
9/28/23	2643-2647	\$81,638.92
		\$181,879.56
 Utilities and Autopayments		
9/5/23	Comcast	\$253.74
9/5/23	Comcast	\$548.38
9/8/23	JEA	\$7,264.84
9/11/23	Comcast	\$131.45
9/21/23	Rubicon	\$880.90
9/25/23	Hancock Whitney Purchase Cards	\$1,575.90
		\$10,655.21
Total		\$192,534.77

*Fedex invoices will be available upon request.

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/01/23	00505	8/28/23	10800	202308	330-57200-46000			SANITIZE ICE MACHINE CD APPLIANCE REPAIR INC	*	424.80	424.80	002613
9/01/23	00140	8/22/23	46901	202308	330-57200-46100			SERVICE CALL FLOAT SWITCH EAST COAST WELLS & PUMP SERVICE INC	*	180.00	180.00	002614
9/01/23	00464	7/26/23	2820A	202307	320-57200-49600			CHRISTMAS LIGHTING ELITE CHRISTMAS LIGHTING	*	4,259.15	4,259.15	002615
9/01/23	00504	8/01/23	52673078	202308	330-57200-46000			TERMITE BOND RENEWAL NADER'S PEST RAIDERS	*	206.00	206.00	002616
9/01/23	00201	9/01/23	13129561	202309	320-57200-46500			SEP POOL CHEMICALS POOLSURE	*	3,191.82	3,191.82	002617
9/01/23	00340	11/19/22	12810079	202308	320-57200-49300			MOVIE NIGHT 09/15/23 PROGRESSIVE ENTERTAINMENT SRVCS.	*	359.00	359.00	002618
9/01/23	00208	8/11/23	102393	202308	320-57200-43600			REPAIR - PARTS AT SHOP	*	368.08		
		8/16/23	102435	202308	320-57200-43600			AUG PREVENTATIVE MAINT SOUTHEAST FITNESS REPAIR	*	531.75	899.83	002619
9/01/23	00388	8/23/23	12435	202308	330-57200-46275			TREE WORK - MONUMENTS	*	180.00		
		8/24/23	12455	202308	330-57200-46400			IRR RPR MAINLINE MONUMENT VERDEGO LLC	*	913.65	1,093.65	002620
9/15/23	00164	9/08/23	8092	202309	330-57200-46000			RECOVER 1 PYRAMID CONAPY ADVANCED AWNING & DESIGN	*	2,340.00	2,340.00	002621
9/15/23	00508	9/05/23	7335-09-	202309	310-51300-31200			FY22 SE2021	*	450.00		
		9/05/23	7335-09-	202309	310-51300-31200			FY23 SE2021 AMERICAN MUNICIPAL TAX-EXEMPT	*	450.00	900.00	002622

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/15/23	00422	9/13/23	23536	202309	330	57200	46000		TROUBLESHOOT POOL PUMP DOBSON ELECTRIC, INC.	*	300.00	300.00	002623
9/15/23	00010	8/30/23	209807	202308	310	51300	31100		AUG ENGINEERING SERVICES ENGLAND, THIMS & MILLER, INC.	*	645.00	645.00	002624
9/15/23	00416	9/07/23	309585	202309	330	57200	46000		RPLC URINAL VALVE BF PLUMBING SERVICES LLC	*	739.00	739.00	002625
9/15/23	00506	8/18/23	077	202308	330	57200	46000		PIER RESTORATION FLORIDA HOME STORE	*	1,463.00	1,463.00	002626
9/15/23	00507	9/11/23	SPI-5384	202309	310	51300	31100		SLIDE TOWER STRUCT DESIGN FORTRESS ENGINEERING GROUP LLC	*	925.00	925.00	002627
9/15/23	00071	9/01/23	567	202309	310	51300	34000		SEP MANAGEMENT FEES	*	4,693.92		
		9/01/23	567	202309	310	51300	35200		SEP WEBSITE ADMIN	*	100.00		
		9/01/23	567	202309	310	51300	35100		SEP INFO TECH	*	120.83		
		9/01/23	567	202309	310	51300	51000		OFFICE SUPPLIES	*	1.38		
		9/01/23	567	202309	310	51300	42000		POSTAGE	*	43.31		
		9/01/23	567	202309	310	51300	42500		COPIES	*	351.15		
		9/01/23	567	202309	310	51300	41000		TELEPHONE	*	19.35		
									GOVERNMENTAL MANAGEMENT SERVICES			5,329.94	002628
9/15/23	00465	9/12/23	3817	202309	330	57200	46000		CAMERAS OFFLINE SRVC CALL INTEGRATED ACCESS SOLUTIONS,LLC	*	132.00	132.00	002629
9/15/23	00135	8/31/23	23-05614	202308	310	51300	48000		NOTICE OF 8/31 MEETINGS	*	83.00		
		8/31/23	23-05625	202308	310	51300	48000		NOTICE OF 8/31 MEETING	*	83.00		
		8/31/23	23-05614	202308	310	51300	48000		NOTICE OF 8/31 MEETINGS	V	83.00		

BSPR BART SPRING BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		8/31/23	23-05625	202308	310-51300	48000	NOTICE OF 8/31 MEETING JACKSONVILLE DAILY RECORD C/O	V	83.00-	.00	002630
9/15/23	00471	8/31/23	3268505	202307	310-51300	31500	JUL GENERAL COUNSEL	*	419.00		
		8/31/23	3268506	202307	310-51300	31500	JUL MONTHLY MEETING KUTAK ROCK LLP	*	1,755.41	2,174.41	002631
9/15/23	00329	8/30/23	INV17201	202308	330-57200	46000	TECH SERVICE TRIP SECURITY 101	*	302.50	302.50	002632
9/15/23	00040	9/01/23	121094B	202309	330-57200	46600	SEP WATER MGT ZONE 1 & 2	*	1,762.00		
		9/01/23	121095B	202309	330-57200	46900	QTRLY FOUNTAIN SERVICE THE LAKE DOCTORS INC	*	299.00	2,061.00	002633
9/15/23	00388	6/30/23	12001	202306	330-57200	46400	IRR RPR NODE RPLC 1	*	3,850.66		
		6/30/23	12002	202306	330-57200	46400	IRR RPR NODE RPLC 2 VERDEGO LLC	*	2,987.91	6,838.57	002634
9/15/23	00351	8/31/23	413075	202308	320-57200	33100	AUG LIFGUARD HOURS VESTA PROPERTY SERVICES, INC.	*	10,634.31	10,634.31	002635
9/15/23	00429	9/07/23	S95306	202309	330-57200	46000	CLEANED AND RPR UNIT WEATHER ENGINEERS, INC.	*	133.88	133.88	002636
9/25/23	00487	8/23/23	5816653	202308	310-51300	48000	NTC OF MTGS 8/23 #9185066 CA FLORIDA HOLDINGS,LLC	*	468.48	468.48	002637
9/25/23	00140	8/09/23	46779	202308	330-57200	46100	ENTRY WAY WELLS CLEAN EAST COAST WELLS & PUMP SERVICE INC	*	650.00	650.00	002638
9/25/23	00416	9/18/23	309524	202309	330-57200	46000	VALVE DECK SHOWER HEADS BF PLUMBING SERVICES LLC	*	643.95	643.95	002639
BSPR BART SPRING BPEREGRINO											

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/25/23	00135	8/31/23	23-05625	202308	310-51300	48000	NOTICE OF MEETING 8/31 JACKSONVILLE DAILY RECORD C/O	*	83.00	83.00	002640
9/25/23	00388	9/01/23	12606	202309	330-57200	46200	SEP LANDSCAPE MAINTENANCE VERDEGO LLC	*	16,385.93	16,385.93	002641
9/25/23	00351	9/01/23	412565	202309	320-57200	33000	MANAGER & ATTENDANTS	*	15,488.39		
		9/01/23	412565	202309	320-57200	46400	POOL MAINT SRVCS	*	3,850.73		
		9/01/23	412565	202309	320-57200	34100	GEN FAC MAINT SRVCS	*	4,689.49		
		9/01/23	412565	202309	320-57200	43500	JANITORIAL SRVCS	*	3,569.50		
		9/01/23	412565	202309	320-57200	34510	GYM MONITORING SRVCS	*	2,718.38		
		9/01/23	412565	202309	320-57200	34000	FIELD OPERATION SRVCS	*	5,951.60		
		9/01/23	412565	202309	320-57200	34530	MOBILE APP	*	208.33		
							VESTA PROPERTY SERVICES, INC.			36,476.42	002642
9/28/23	00503	9/14/23	207607	202309	330-57200	46000	REPAIRS SOCIAL HALL DOORS	*	138.00		
		9/25/23	207945	202309	330-57200	46000	RETRO HYDRA GATE CLOSER	*	1,277.92		
							DEDGE'S LOCK & KEY SHOP INC			1,415.92	002643
9/28/23	00206	9/11/23	19474	202309	300-15500	10000	FY24 INSURANCE RENEWAL	*	78,802.00		
							EGIS INSURANCE ADVISORS, LLC			78,802.00	002644
9/28/23	00465	9/27/23	3943	202309	330-57200	46000	CAMERAS OFFLINE SRVC CALL	*	621.00		
							INTEGRATED ACCESS SOLUTIONS,LLC			621.00	002645
9/28/23	00274	9/15/23	31165	202309	330-57200	46000	SEP SNAKE SERVICE	*	560.00		
							QUICK CATCH			560.00	002646
9/28/23	00462	9/26/23	92667	202309	330-57200	46100	ADJUST VALVES WATER FLOW	*	240.00		
							ST AUGUSTINE ELECTRIC MOTOR WORKS			240.00	002647
TOTAL FOR BANK B									181,879.56		
							BSPR BART SPRING	BPEREGRINO			

AP300R
*** CHECK NOS. 002613-002647

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
BARTRAM SPRINGS - GENERAL FUND
BANK B GENERAL FUND-HANCOCK

RUN 11/07/23

PAGE 5

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
TOTAL FOR REGISTER						181,879.56	

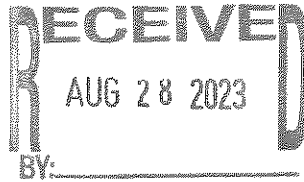
BSPR BART SPRING BPEREGRINO

**CD Appliance Repair, Inc.
 320 high tide dr. suite 101
 St. Augustine, Fl. 32080
 9047925022**

Job Name && Address Bartram/Wheeler 14530 E CHERRY LAKE DR JACKSONVILLE, FL 32258	Job Specs <p align="right">8/28/23, #10800</p> <p align="center">ICE MACHINE, SCOTSMAN</p> <p align="center">CU1526MA-1A, 14101320012874</p>
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Service Performed
Performed check up and unit appears to be operating properly other than needs extensive cleaning. Performed ice machine p.m cleaning. [L14]

Items Used			
1	Ims-3	Sanitizing concentrate	29.95
1	Ns16oz	Nickel safe ice machine cleaner	44.90
			29.95
			44.90



Brock Christi

Parts Total	74.85
Labor	349.95
S.Call	0.00
Sales Tax	0.00
Total	424.80

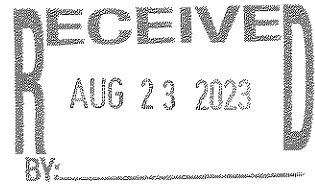
Payments Received / Balance Due
Total Monies Received: \$0.00
Balance due = \$424.80

East Coast Wells & Pump Service
 135 Jenkins Street, Ste.105B#322
 St. Augustine, FL 32086-5182
 904 824-6630
 www.eastcoastwells.com
 eastcoastwells@gmail.com

INVOICE

DATE	INVOICE #
8/22/2023	46901

BILL TO:
 Bartram Springs CDD
 c/o Vesta Property Services
 14530 Cherry Lake Drive East
 Jacksonville, FL 32258



P.O. NO	TERMS	REP	PERMIT #
	DUE UPON RECEIPT	DH	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	SERVICE CALL: - FLOAT SWITCH WAS NOT WIRED UP - WIRED BACK UP & TESTED FLOAT	90.00	90.00
0.5	LABOR PER HOUR:	180.00	90.00

18% APR will be applied to any invoice not paid in full within 30 days.
 Visa or Mastercard Accepted

Total	\$180.00
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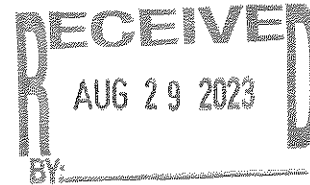
*ALL PUMPS CARRY A ONE YEAR MANUFACTURER'S WARRANTY. PARTS & LABOR ARE PROVIDED FREE OF CHARGE FOR A 30 DAY PERIOD FOLLOWING INSTALLATION. LABOR IS NOT COVERED UNDER WARRANTY AFTER THE FIRST 30 DAYS AND WILL BE BILLED AT THE CURRENT BUSINESS RATE.
 *ALL DISCREPANCIES MUST BE REPORTED WITHIN 10 DAYS.
 *REASONABLE COLLECTION & ATTORNEY'S FEES WILL BE ASSESSED TO ALL ACCOUNTS PLACED FOR COLLECTION.

Payments/Credits	\$0.00
Balance Due	\$180.00



Elite Christmas Lighting

1607 91st Ct. Vero Beach, FL 32966
7729339349 | sales@elitechristmaslighting.com |
elitechristmaslighting.com



RECIPIENT:

Bartram CDD (Vesta Property Services)

14530 cherry lake drive east
JACKSONVILLE, FL 32258

SERVICE ADDRESS:

14530 cherry lake drive east
JACKSONVILLE, FL 32258

Invoice #2820 - A

Issued 08/30/2023
Due Upon receipt

Total \$8,518.30

Account Balance \$8,518.30

Bartram Holiday Lighting

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Front entry - Upper edge of Bartram monument (2 levels), left & right wall outlined	With C9 commercial grade LED warm white bulbs (Approx. 70ft ea. / 140ft total)	140	\$5.00	\$700.00
FRONT ENTRY - Monument walls to left and right with 1 wreath each	Commercial grade 60" Wreath lit with 5mm LED lights & 18" premium red structure bow	2	\$399.99	\$799.98
Front entry - 3ct. Date palms on left, center, & right sides bases wrapped to wide crown section on top	5mm LED warm white lights (Approx. 12 ea. / 36 total sets)	36	\$32.00	\$1,152.00
Front entry - 1ct. Date palms on left (exit side) near back, base wrapped to wide crown section on top	5mm LED warm white lights (Approx. 12 sets)	12	\$32.00	\$384.00
Front entry - upper horizontal railings of fence on left & right side of entry with	5mm LED warm white lights (Approx. 13 sets each side / 26 total)	26	\$27.00	\$702.00
Front entry - 6ct. Grape Myrtle Trees in center median, main branches wrapped with	5mm LED warm white lights (Approx. 8 ea. / 48 total sets)	48	\$32.00	\$1,536.00
Clubhouse - Outline 1st story, front facing roofline edges	With C9 commercial grade LED warm white bulbs (Approx. 350ft)	350	\$5.00	\$1,750.00
Clubhouse - Main entrance outline of decorative metal entry outlined with	Commercial grade garland 9ft x 14" with 5mm warm white LED lights (Approx. 3 pieces)	3	\$120.00	\$360.00



Elite Christmas Lighting

1607 91st Ct. Vero Beach, FL 32966
 7729339349 | sales@elitechristmaslighting.com |
 elitechristmaslighting.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Round island in front of clubhouse, approx. 4 trees directly in front of clubhouse wrapped approx. halfway to top	With 5mm LED warm white lights (Approx. 8ea. tree / 32 sets)	32	\$33.00	\$1,056.00
Round island in front of clubhouse, 3 small trees by entry to clubhouse, trunk and upper foliage outlined with	With 5mm LED warm white lights (Approx. 6ea. tree / 18 sets)	18	\$31.00	\$558.00
Commercial grade photocell timer		11	\$14.00	\$154.00
Zip Wire (for making custom cut extension cords)	Green / per foot pricing	750	\$0.28747	\$215.60
Male / Female slide on plugs	Commercial grade / green	75	\$1.296	\$97.20

Returned checks will be charged a \$75.00 Non-Sufficient funds fee. Customer is required to make a minimum deposit equal to 50% of the total project cost at the time of booking, prior to commencement of installation. (Installation dates are first come, first served and will not be reserved until full deposit payment is received.) Deposits are non-refundable

Remaining 50% (or balance) of total project cost is due in full the day of project completion. Accounts not paid within terms are subject to a 1.5% monthly finance charge.

If final payment is not made within a timely manner Elite Christmas Lighting reserves the right to remove all decorations immediately with no refund of prior payments. In the event payment is not made and decorations are removed the customer is still liable for full payment of agreed contract price. Customer will be responsible for any collection fees and or legal expenses required to resolve non payment.

Elite Christmas Lighting, as part of the services provided to the customer, will install and remove all lighting, décor, and other miscellaneous equipment. Removal of decor will begin on January 2nd, please advise if you would like to keep the decor beyond that date. Decor can not be kept up beyond the month of January.

Subtotal	\$9,464.78
Discount	– \$946.48
Tax Exempt (0.0%)	\$0.00
Total	\$8,518.30
50% Deposit Due:	\$4,259.15



Elite Christmas Lighting

1607 91st Ct. Vero Beach, FL 32966
7729339349 | sales@elitechristmaslighting.com |
elitechristmaslighting.com

Notes Continued...

Unless specifically stated the customer acknowledges that Elite Christmas Lighting will not be liable for the removal or storage of any pre-existing lighting, décor, and other miscellaneous equipment belonging to the customer or venue, and not provided by Elite Christmas Lighting.

Customer is willfully requesting the services provided by Elite Christmas Lighting, and understands all risks (including personal injury and loss of personal property) associated with any and all lighting, décor, and other miscellaneous equipment. Customer releases Elite Christmas Lighting, from any known or unknown liability for injuries, loss or damage to personal property, which may occur during installation, use, or removal of all lighting, décor, and other miscellaneous equipment.

Customer understands all risks associated with the use of equipment such as vehicles, man-lifts, ladders, etc. And releases Elite Christmas Lighting from liability of damage to structures or landscaping, including sod, grass, and sidewalks.

Elite Christmas Lighting reserves the right to use photo/video of the decor for promotional use.

Elite Christmas Lighting will maintain the lighting and equipment due to any lighting issues arising from natural failures of equipment and installation. (For example faulty light sets, or falling light strands) valid from date of installation to January 2nd.

Elite Christmas Lighting does not warranty lighting and decor failures due to GFI trips, power surges, lightning strikes, vandalism, cut wiring from landscapers, damage from storms/natural disasters/acts of god, misuse/tampering with equipment, or any other issue not caused by an Elite Christmas Lighting staff member.

Elite Christmas Lighting will service lighting issues as described above at the following rate: \$100/hr for the first hour and \$75/hr each additional hour plus cost of materials/supplies.

Customer understands it is their responsibility to have electrical outlets installed and in working order prior to the day of installation. All trees, shrubs, and landscaping should also be trimmed prior to the day of installation. (Trimming by Elite Christmas Lighting is an additional \$75 / hour)

GFI outlets may trip when wet and we do everything possible to minimize this however, customers are responsible for resetting GFI's. All service calls that are due to GFI trips and unplugged lighting will be charged a service fee as described above.

Elite Christmas Lighting attempts to minimize any permanent fastening to buildings and structures however if deemed necessary will notify customer who will release Elite Christmas Lighting from any future claims arising from the use of such fasteners.

All lighting, décor, and other miscellaneous equipment will be leased to the customer however, Elite Christmas Lighting will retain full ownership of all equipment. (unless specifically stated)

The customer assumes full responsibility for potential damage and theft to all lighting, décor, and other equipment. If the equipment is damaged while in use by the customer, the customer will reimburse Elite Christmas Lighting for the full original price of the equipment damaged.

Customer acknowledges that they are entering into a legally binding contract with Elite Christmas Lighting and agrees to use their services for the full duration of the contract listed. Customer can not cancel this contract without the prior approval of Elite Christmas Lighting. Customer may change the design throughout the length of contract but agrees not to spend less than the predetermined amounts for the predetermined time. Elite Christmas Lighting may cancel this contract with customer at any time if determined necessary.

FL EIN Number 45-3571038



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

Invoice

Date 9/1/2023

Invoice # 131295617031

Terms	Net 20
Due Date	9/21/2023
PO #	

Bill To GMS, LLC. C/O Bartram Springs C.D.D. 475 W. Town Place, Suite 114 St Augustine FL 32092	Ship To Bartram Springs CDD GMS, LLC. 14530 Cherry Lake Dr. East Jacksonville FL 32256
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Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	3,081.68
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	110.14

RECEIVED
AUG 17 2023
BY: _____

Subtotal 3,191.82
Shipping Cost (FEDEX GROUND) 0.00
Total 3,191.82
Amount Due \$3,191.82

Remittance Slip

Customer
13BAR126
Invoice #
131295617031

Amount Due \$3,191.82
Amount Paid _____
Make Checks Payable To
 Poolsure
 PO Box 55372
 Houston, TX 77255-5372



131295617031



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: 11/19/2022

#12810079

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 September 15, 2023

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:

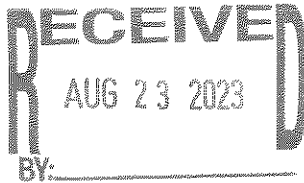
* 24 foot Mega frame screen, projection, complete sound, operator

Reg. Rate \$ 459.00

Your Cost \$ 359.00

Your Total Savings \$100.00

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



Sub Total: \$ 359.00

Sales Tax: \$ -

Invoice Total: \$ 359.00

Balance due at set up \$ 359.00

Payments received \$ -

Current Balance \$ 359.00

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.

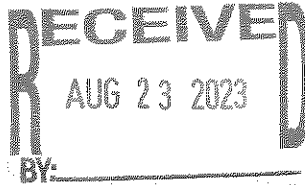
Customer signature required x _____ Date: _____



Southeast Fitness Repair
 14476 Duval Place West #208
 Jacksonville, FL 32218

Invoice #102393
 Invoice Date: 8/11/2023

Account #101106
 Bartram Springs Cdd The Offices Of GMS, LLC



Invoice

Billing Location Information

Billing Address 475 W Town Pl
 Ste 114
 St Augustine, FL 32092

Billing Contact Sue
Main Number (904) 880-5156
Mobile Number
Email Solear@Vestapropertyservices.
 Com

Service Information

Services	Qty	Rate	Price
14530 Cherry Lake Dr E, Jacksonville, FL 32258-5133			
8/11/2023 Repair - Parts at Shop ~Manufacturer: Matrix ~Model Num: Climbmill ~S/N: CS29200705172 Replace: the ESTOP button	1.00 hour	\$70.00 / hour	\$70.00
— Product: Travel <60 miles w/t	1.00 Other	\$90.00 / Other	\$90.00
— Product: JHT - CLM - Safety Switch Set;handlebar;;70 TKP,H663 - 1000400121	1.00 Ea	\$178.08 / Ea	\$178.08
— Product: Shipping	1.00 Ea	\$30.00 / Ea	\$30.00
		Subtotal:	\$368.08
		Tax:	\$0.00
		Total:	\$368.08
		Amount Paid:	\$0.00
		Balance Due:	\$368.08



Payment is due within 30 days of invoice date.
 Thank you for your business!

Billing Receipt - Please Return With Payment Remittance

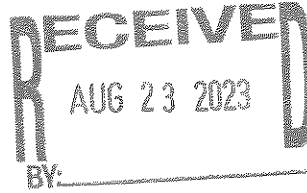
Bill To:	Sue 475 W Town Pl Ste 114 St Augustine, FL 32092	Account	[101106] Bartram Springs Cdd The Offices Of GMS, LLC
		Invoice #	102393
		Date	Friday, August 11, 2023
Remit To:	Southeast Fitness Repair 14476 Duval Place West #208 Jacksonville, FL 32218	Amount Paid	_____
		Check Number	_____

**Payment is due within 30 days of invoice date.
Thank you for your payment!**



Southeast Fitness Repair
 14476 Duval Place West #208
 Jacksonville, FL 32218

Invoice #102435
 Invoice Date: 8/16/2023



Account #101106
 Bartram Springs Cdd The Offices Of GMS, LLC

Invoice

Billing Location Information

Billing Address	475 W Town Pl Ste 114 St Augustine, FL 32092	Billing Contact	Sue
		Main Number	(904) 880-5156
		Mobile Number	
		Email	Solear@Vestapropertyservices. Com

Service Information

Services	Qty	Rate	Price
14530 Cherry Lake Dr E, Jacksonville, FL 32258-5133			
8/16/2023 PM: Monthly	1 visit	\$0.00 / visit	\$0.00
Monthly scheduled preventative maintenance			
Cardio-			
- inspect and adjust running and/or drive belts			
- vacuum interiors			
- clean and grease incline motors			
- inspect all rollers and bearings; grease as needed			
- check error logs			
- lubricate chains			
Strength-			
- clean and lubricate guide rods			
- grease fittings as needed			
- check bushings			
- tighten any loose nuts and bolts			
- tighten pop pin handles and test spring strength			
- check cable/belts for fraying and tensions			
— Product: PM: Treadmill	5.00 Ea	\$30.00 / Ea	\$150.00
— Product Discount: Monthly PM Discount	1	-5.00 %	(\$7.50)
— Product: PM: Elliptical, Cross-trainer, ARC, AMT	4.00 Ea	\$30.00 / Ea	\$120.00
— Product Discount: Monthly PM Discount	1	-5.00 %	(\$6.00)
— Product: PM: Spin Bike, Rowing Machine	2.00 Ea	\$20.00 / Ea	\$40.00
— Product Discount: Monthly PM Discount	1	-5.00 %	(\$2.00)

— Product: PM: Recumbent, Upright Bicycle	4.00 Ea	\$20.00 / Ea	\$80.00
— Product Discount: Monthly PM Discount	1	-5.00 %	(\$4.00)
— Product: PM: Multi-Station	2.00 Ea	\$15.00 / Ea	\$30.00
— Product Discount: Monthly PM Discount	1	-5.00 %	(\$1.50)
— Product: PM: Single-Station	9.00 Ea	\$5.00 / Ea	\$45.00
— Product Discount: Monthly PM Discount	1	-5.00 %	(\$2.25)
— Product: Travel <60 miles	1.00 Ea	\$90.00 / Ea	\$90.00

Discounts:	\$23.25
Subtotal:	\$531.75
Tax:	\$0.00
Total:	\$531.75
Amount Paid:	\$0.00
Balance Due:	\$531.75

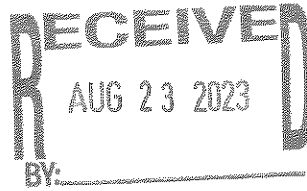


Payment is due within 30 days of invoice date.
Thank you for your business!

Billing Receipt - Please Return With Payment Remittance

Bill To:	Sue 475 W Town Pl Ste 114 St Augustine, FL 32092	Account	[101106] Bartram Springs Cdd The Offices Of GMS, LLC
		Invoice #	102435
		Date	Wednesday, August 16, 2023
Remit To:	Southeast Fitness Repair 14476 Duval Place West #208 Jacksonville, FL 32218	Amount Paid	_____
		Check Number	_____

Payment is due within 30 days of invoice date.
Thank you for your payment!



Invoice

Invoice #: 12435

Date: 08/23/23

Customer PO:

DUE DATE: 09/22/2023

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#12649 - Tree Work - Monuments

Tree Work- Boot Palms (3) by monuments on inbound side.

Landscape Enhancement- Palm Booting

\$180.00

Palm Booting- Entryway (Sub)

3.00

\$60.00

\$180.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$180.00



Invoice

Invoice #: 12455

Date: 08/24/23

Customer PO:

DUE DATE: 09/23/2023

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#12676 - Irrigation Repair - Mainline by Monument

Irrigation Repair - Mainline repair by monument pillar in front controller.

Landscape Enhancement

\$913.65

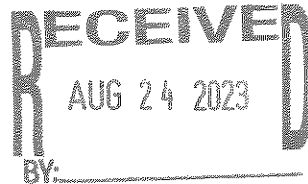
3 in. 90 (Material)	6.00	\$16.64	\$99.84
3 in. Coupler (Material)	1.00	\$9.43	\$9.43
3 in. PVC (Material)	8.00	\$9.15	\$73.20
3 in. Tee (Material)	1.00	\$24.45	\$24.45
Concrete (Material)	4.00	\$6.12	\$24.48
Irrigation Tech (Labor)	10.00	\$65.00	\$650.00
Soil (Material)	5.00	\$6.45	\$32.25

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$913.65





Advanced Awning & Design, LLC
 2155 Corporate Square Blvd.
 Building 100
 Jacksonville, FL 32216

Invoice

DATE	INVOICE #
9/8/2023	8092

BILL TO
Winslow Wheeler 14530 Cherry Lake Drive E. Jacksonville, FL 32258

SHIP TO
Bartram Springs CDD 14785 Old St. Augustine Rd Jacksonville, FL 32258

P.O. NUMBER		TERMS	REP	SHIP	VIA	PROJECT
		C.O.D.	JMS	9/7/2023	Installed	Bartram Springs-Lake Dock Re...
QTY	ITEM	DESCRIPTION			PRICE EACH	AMOUNT
1	RECOV...	RECOVER (1) EXISTING PYRAMID STYLE CANOPY WITH NEW SUNBRELLA FABRIC FOR THE LAKE DOCK			2,340.00	2,340.00

Terms - C.O.D. Thank you for your business.	Total \$2,340.00
	Payments/Credits \$0.00
	Balance Due \$2,340.00

Phone #	Fax #	E-mail	Web Site
9047245567	904-724-1323	ACCOUNTING@ADVANCED-AWN...	www.advanced-awning.com



AMTEC

American Municipal Tax-Exempt Compliance

90 Avon Meadow Lane
Avon, CT 06001
(T) 860-321-7521
(F) 860-321-7581

www.amteccorp.com

Client: Bartram Springs Community Development District
c/o Ms. Bernadette Peregrino
District Accountant
Government Management Services
475 West Town Place, Suite 114
Saint Augustine, FL 32092

Invoice No. 7335-09-23

Date: September 5, 2023

For Professional Services:

Issue	Service	Fee
\$15,175,000 Bartram Springs Community Development District (Jacksonville, Florida), Special Assessment Refunding Bonds, Series 2021 (\$450/Year x 2 Years of Activity)	Rebate Report & Opinion	\$900
	Total	\$900

RECEIVED
SEP 05 2023
BY: _____

PLEASE UPDATE YOUR RECORDS TO REFLECT OUR NEW BANK ACCOUNT NUMBER.

Please remit the total due to AMTEC

Please notify AMTEC at info@amteccorp.com upon completing the transaction.

Invoice

Remit To

Dobson Electric, Inc.
 9378 Arlington Expressway Suite #220
 Jacksonville, FL 32225

Date	Invoice #
9/13/2023	23536

Bill To
 Vesta Property Services
 Bartram Springs CDD
 14530 E. Cherry Lake Dr
 Jacksonville, FL 32258

Location
 14530 E. Cherry Lake Dr
 Jacksonville, FL 32258

DEI No.	P.O. No.	Terms
23515		Net 30

Quantity	Description	Rate	Amount
2	<p>TASK: troubleshoot pool pump</p> <p>Labor performed 9/7/2023 Inspected motor terminal box and control box reset breakers verified operational</p>	150.00	300.00

RECEIVED
 SEP 13 2023
 BY: _____

Thank you for your continued business.

Payments/Credits	\$0.00
Balance Due	\$300.00



ENGLAND-THIMS & MILLER

14775 Old St. Augustine Road, Jacksonville, FL 32258

etminc.com | 904.642.8990

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

August 30, 2023
Invoice No: 209807

Total This Invoice \$645.00

Project 02022.25000 Bartram Springs Community Development District-2018/2019 General
Consulting Engineering Services (WA#23)

Professional Services rendered through August 26, 2023

Labor

			Hours	Rate	Amount	
Senior Engineer						
Katsaras, George	8/5/2023		3.00	215.00	645.00	
Totals			3.00		645.00	
Total Labor						645.00
						Total This Invoice
						\$645.00

RECEIVED
SEP 07 2023
BY: _____



Fenwick Services
 11623 Columbia Park Drive E.
 Jacksonville, FL 32258
 P: (904)-724-7022
 www.fenwickhomeservices.com
 Plumbing Lic#: CFC040039

BILL TO

Bartram Springs Club House
 475 West Town Place
 St. Augustine, FL 32092 USA

INVOICE 309585	INVOICE DATE Sep 07, 2023
--------------------------	-------------------------------------

JOB ADDRESS

Bartram Springs Club House
 14530 East Cherry Lake Drive
 Jacksonville, FL 32258 USA

Completed Date:

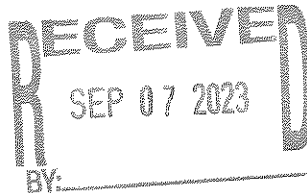
Payment Term: Due Upon Receipt

DESCRIPTION OF WORK

We will change out urinal flush valve in mens room and clear urinal with auger and calci solve

Changed out urinal flush valve and cleared out other urinal, no warranty on urinal, please bill out invoice

TASK	DESCRIPTION	QTY	PRICE	TOTAL
D-FEE	Dispatch Fee: Dispatch Fee	1.00	\$89.00	\$89.00
T&M	Specific Request: Specific Request	650.00	\$1.00	\$650.00




POTENTIAL SAVINGS	\$0.00
SUB-TOTAL	\$739.00
TAX	\$0.00
TOTAL DUE	\$739.00
BALANCE DUE	\$739.00

Thank you for choosing Fenwick Plumbing Services LLC.

We appreciate your business!

CUSTOMER AUTHORIZATION

I, the undersigned, am owner/authorized representative/tenant of the premises at which the work mentioned above is to be done. I hereby authorize you to perform Diagnosis/Solution, and to use such labor and materials as you deem advisable.



Sign here

Date 9/7/2023

CUSTOMER ACKNOWLEDGEMENT

I find the service and materials rendered in connection with the above work mentioned to have been completed in a satisfactory manner. I agree that the amount set forth on labeled "TOTAL" to be the total and complete flat rate/minimum charge. I agree to pay reasonable attorney fees and court costs in the event of legal action. A monthly service charge of 1 1/2% will be added after 10 days. I acknowledge that I have read and received a legible copy of this contract and have read the Notice to Owner and statement required thereon.



Sign here

Date 9/7/2023

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

INVOICE

DATE	INVOICE #
8/18/2023	077
TERMS	P. O. #
Net 30	

BILL TO:

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

PROJECT/JOB
Bartram Pier

DESCRIPTION	AMOUNT
Pier Restoration- Replace 712ft grooved pieces of Trex w/seven pieces of square edge	1,463.00

RECEIVED
 AUG 22 2023
 By: _____

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	\$1,463.00
FL SALES TAX (6.0%)	\$0.00
TOTAL	\$1,463.00
PAYMENTS/CREDITS	\$0.00
BALANCE DUE	\$1,463.00

Fortress Engineering Group LLC
6622 Southpoint Dr S Ste 240
Jacksonville, FL 32216 US
Steve@fortressengineeringgroup.com
http://fortressengineeringgroup.com/



INVOICE



BILL TO
Winslow Wheeler
Vesta Properties Management

INVOICE # spi-5384041
DATE 09/11/2023
DUE DATE 09/11/2023
TERMS Due on receipt

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Structural Design 14530 Cherry Lake Dr E - Inspection. Proposal # 20348	1	925.00	925.00
	Stamped Report Signed and sealed report by Florida Professional Engineer	1	0.00	0.00

Please respond to this email or 904.821.7300 to schedule your project or process payment.

BALANCE DUE

\$925.00

3% processing fee for credit card payments, free processing for e-check option

We truly appreciate your trust and business.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 567
Invoice Date: 9/1/23
Due Date: 9/1/23
Case:
P.O. Number:

Bill To:

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

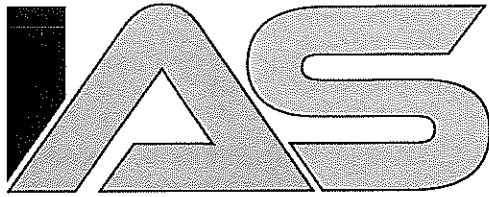
Description	Hours/Qty	Rate	Amount
Management Fees - September 2023		4,693.92	4,693.92
Website Administration - September 2023		100.00	100.00
Information Technology - September 2023		120.83	120.83
Office Supplies		1.38	1.38
Postage		43.31	43.31
Copies		351.15	351.15
Telephone		19.35	19.35

RECEIVED
SEP 06 2023
BY: _____

Total \$5,329.94

Payments/Credits \$0.00

Balance Due \$5,329.94



Integrated Access Solutions
INTEGRATION THAT WORKS FOR YOU

Integrated Access Solutions
(904)894-8114
2227 Crystal Cove Dr
Green Cove Springs, FL 32043
United States

Billed To
Bartram Springs

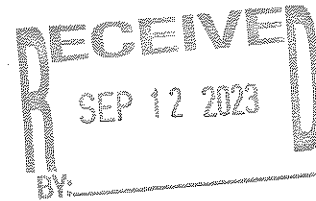
Date of Issue
09/12/2023

Invoice Number
0003817

Amount Due (USD)
\$132.00

Due Date
09/12/2023

Description	Rate	Qty	Line Total
Service Call Service call response to cameras being offline at soccer park/ playground without video signal or network connection to NVR On arrival, recently installed camera device pole with 2x cameras on wireless bridge had lost wireless network bridge connection to NVR 2x cameras offline without video display Troubleshooted antenna wireless bridge connection. Ubiquity access point side of wireless bridge antenna pair on restroom building will no longer function and cannot be reset to reconfigure. Network port has been burned out and is faulty. Replacement antenna is needed Replaced antenna will need to be reconfigured to sync with device pole station end of antenna wireless bridge Estimate has been created and sent to property management for approval	\$132.00	1	\$132.00



Subtotal 132.00

Tax 0.00

Total 132.00

Amount Paid 0.00

Amount Due (USD) \$132.00

KUTAK ROCK LLP

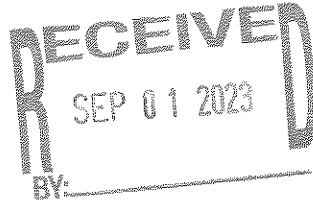
TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 31, 2023



Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Reference: Invoice No. 3268505
Client Matter No. 1923-1
Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver
Bartram Springs CDD
Governmental Management Services - North Florida
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3268505
1923-1

Re: Bartram Springs-General Counsel

For Professional Legal Services Rendered

07/14/23	W. Haber	0.40	140.00	Prepare agreement for basketball program; confer with Oliver regarding same
07/17/23	K. Jusevitch	0.60	87.00	Prepare mulching agreement and confer with Haber
07/18/23	W. Haber	0.30	105.00	Review and revise agreement for mulch installation
07/18/23	K. Jusevitch	0.60	87.00	Prepare replacement mulching agreement; correspond with district manager

TOTAL HOURS 1.90

TOTAL FOR SERVICES RENDERED \$419.00

TOTAL CURRENT AMOUNT DUE \$419.00

KUTAK ROCK LLP

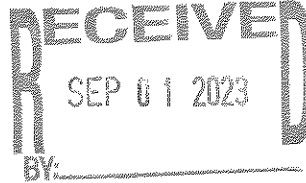
TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 31, 2023



Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Reference: Invoice No. 3268506
Client Matter No. 1923-2
Notification Email: eftgroup@kutakrock.com

Mr. Jim Oliver
Bartram Springs CDD
Governmental Management Services - North Florida
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3268506
1923-2

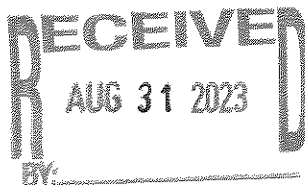
Re: Bartram Springs-Monthly Meeting
For Professional Legal Services Rendered

07/10/23	W. Haber	Prepare for and participate in Board meeting	
TOTAL FOR SERVICES RENDERED			\$1,500.00
DISBURSEMENTS			
Meals		12.00	
Travel Expenses		243.41	
TOTAL DISBURSEMENTS			<u>255.41</u>
TOTAL CURRENT AMOUNT DUE			<u>\$1,755.41</u>

INVOICE



Security 101 Holdings, LLC
1450 Centrepark Blvd., #210
West Palm Beach FL 33401
1-800-261-2041
jax-invoices@security101.com



DATE:
8/30/2023
INVOICE #:
INV17201

BILL TO

2188 Bartram Springs
14530 CHERRY LAKE DR E
JACKSONVILLE FL 32258
United States

SHIP TO

2188 Bartram Springs
14530 CHERRY LAKE DR E
JACKSONVILLE FL 32258
United States

SALES REP	PO #	JOB	DUE DATE	TERMS
		S213088 (213088)	9/29/2023	Net 30

DESCRIPTION	TAX AMOUNT	QTY	RATE	AMOUNT
8/29/2023: Hours of Service Tech from 07:30 AM to 09:00 AM	\$0.00	1.5	\$135.00	\$202.50
8/29/2023: Trip Charge	\$0.00	1	\$100.00	\$100.00
Service Admin Fee	\$0.00	1	\$0.00	\$0.00

Service Ticket #213088 dated for 8/28/2023 requested by Winslow Wheeler

We are considering what to close and not close at this point for the pending hurricane. How much notice do you need to change the card readers if we decide to close the gym and the front door to the facility for a period of time? We plan on closing the facility to the residents at 1pm

8/29/23 - At 1:00 pm, Winslow will edit the default time zone for access level Home Owner to System no Time. When they want to give access back, repeat and set to Bartram Normal Operation hours.

INVOICE



Security 101 Holdings, LLC
1450 Centrepark Blvd., #210
West Palm Beach FL 33401
1-800-261-2041
jax-invoices@security101.com

DATE:

8/30/2023


INVOICE #:

INV17201

SUBTOTAL	\$302.50
TAX	\$0.00
TOTAL	\$302.50
AMOUNT PAID	\$0.00
AMOUNT DUE	\$302.50

We now accept credit cards. A 3.5% convenience fee applies for all credit card charges.
Payments made according to the Terms on this invoice should be processed via check or ACH.
ACH: Routing: 263191387 Account Number: 00240183870
Remit check payments to:
Security 101 Holdings, LLC 1450 Centrepark Blvd., #210 West Palm Beach, FL 33401

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
Public Management Services
Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER EXP. DATE
SIGNATURE AMOUNT PAID

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

BARTRAM SPRINGS CDD
Winslow Wheeler
475 W Town Place
Suite 114
Saint Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
709275	9/1/2023	\$1,762.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

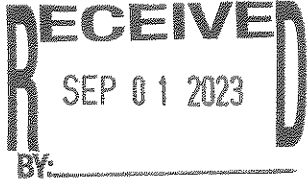
00000000021558001000000012109400000017620082

Please Return this portion with your payment

Invoice Due Date 9/11/2023	Invoice 121094B	PO #
-----------------------------------	------------------------	-------------

Invoice Date	Description	Quantity	Amount	Tax	Total
14530 Cherry Lake Drive East, Jacksonville, FL Jacksonville, FL 32258					
9/1/2023	Water Management - Zone 1, Water Management - Zone 2		\$881.00	\$0.00	\$881.00
			\$881.00	\$0.00	\$881.00

Please remit payment for this month's invoice.



Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.

	Credits	\$0.00
	Adjustment	\$0.00
	AMOUNT DUE	

Total Account Balance including this invoice:	\$2061.00	This Invoice Total:	\$1762.00
--	-----------	----------------------------	-----------


Click the "Pay Now" link to submit payment by ACH

Customer #: 709275	Corporate Address
Portal Registration #: 7CA2D48A	4651 Salisbury Rd, Suite 155 Jacksonville, FL 32256



Customer Portal Link: www.lakedoctors.com/contact-us/

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
Public Management Services
Post Office Box 20122
Tampa, FL 33622-0122
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

	
CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

BARTRAM SPRINGS CDD
Winslow Wheeler
475 W Town Place
Suite 114
Saint Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
709275	9/1/2023	\$299.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

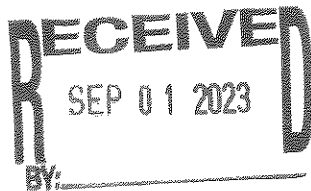
0000000002155800100000001210950000002990001

Please Return this portion with your payment

Invoice Due Date 9/11/2023 Invoice 121095B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
14530	Cherry Lake Drive East, Jacksonville, FL Jacksonville, FL 32258				
9/1/2023	Fountain Cleaning Service - Quarterly		\$299.00	\$0.00	\$299.00

Please remit payment for this month's invoice.



Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.

	Credits	\$0.00
	Adjustment	\$0.00
	AMOUNT DUE	

Total Account Balance including this invoice: \$2061.00

This Invoice Total: \$299.00

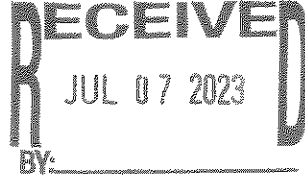
Click the "Pay Now" link to submit payment by ACH

Customer #: 709275
Portal Registration #: 7CA2D48A

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

Customer Portal Link: www.lakedoctors.com/contact-us/

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information



Invoice

Invoice #: 12001

Date: 06/30/23

Customer PO:

DUE DATE: 07/30/2023

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#11987 - Irrigation Repair - Node Replacements

Irrigation Repair - Installed Nodes on middle controller. Due to the original wire being damaged beyond repair. (damage was caused by fiber optics ,gas line and sidewalk replacement)

Landscape Enhancement

\$3,850.66

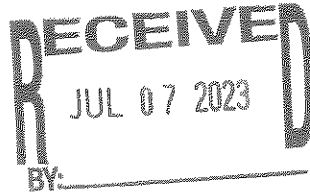
DC Latching Solenoid Assembly (Material)	9.00	\$75.99	\$683.91
Irrigation Tech (Labor)	10.00	\$65.00	\$650.00
Single Station Node (Material)	7.00	\$255.15	\$1,786.05
Two Station Node (Material)	2.00	\$365.35	\$730.70

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$3,850.66



Invoice

Invoice #: 12002

Date: 06/30/23

Customer PO:

DUE DATE: 07/30/2023

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#12013 - Irrigation Repair - Node Replacements (2)

Irrigation Repair - Installed Nodes on middle controller. Due to the original wire being damaged beyond repair. (damage was caused by fiber optics ,gas line and sidewalk replacement)(second repair)

Landscape Enhancement

\$2,987.91

1-1/4 in. Fitting (Material)	10.00	\$3.16	\$31.63
1-1/4 in. PVC (Material)	8.00	\$1.18	\$9.44
DC Latching Solenoid Assembly (Material)	6.00	\$75.99	\$455.94
Hunter Nozzle (Material)	12.00	\$2.00	\$24.00
Irrigation Tech (Labor)	10.00	\$65.00	\$650.00
Rain Bird 1806 Spray (Material)	12.00	\$9.50	\$114.00
Rain Bird 5004 Rotor (Material)	8.00	\$21.50	\$172.00
Single Station Node (Material)	6.00	\$255.15	\$1,530.90

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$2,987.91



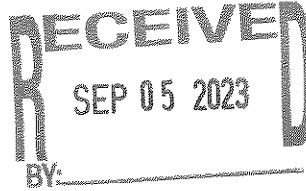
Invoice

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

Invoice # 413075
Date 08/31/2023
Terms Net 30
Due Date 09/30/2023
Memo Lifeguard Hours

Bill To

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



Description	Quantity	Rate	Amount
Lifeguard Hours August	570.51	18.64	10,634.31

Thank you for your business.

Total 10,634.31

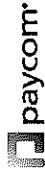
Total Hours Summary by Allocation Report

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
ALEXANDER, TYLER ROSS (A2VFR)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$13.00	56.52	0.00	\$734.76
ALMEIDA, GIANNA MARIE (A3TL)	[PROG] Programs	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[COUNS] Camp Counselor	[CCI] Camp Counselor	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$13.00	21.42	0.00	\$278.46
BARRETT, BROOYKE YASMINE (A37T)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$13.00	47.52	0.00	\$617.76
CEDENO, ANALIZ (A4UJ)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[POOLMON] Pool Monitor	[PM] Pool Monitor	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	47.60	0.00	\$571.20
FASCI, GIADA MARIE (A3U0)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	23.27	0.00	\$279.24
KATO, KARISH MORE MCVA (A3SZ)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	53.94	0.00	\$647.28
KING, SIENNA RILEY (A3OU)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	22.25	0.00	\$267.00
NGUYEN, QUAN MINH (A3T0)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	63.54	0.00	\$762.48
OLEAR, CAROLYN SUE (A3TM)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	11.38	0.00	\$136.56
RICHARD, JOMEI LEE (A3X5)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	66.51	0.00	\$798.12
RISENMAY, ANNA LUZ (A3X6)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$12.00	43.46	0.00	\$521.52
SNIDER, JOSHUA ALLEN (A2JA)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LGSUP] Lifeguard Supervisor	[LGSUP] Lifeguard Supervisor	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$20.00	48.16	0.00	\$963.20
THOMPSON, SYDNEY JOAN (A40K)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[LG] Lifeguard	[LG] Lifeguard	[BART] Bartram Springs	PT Hourly(PAH)	Regular (R)	\$14.00	35.52	0.00	\$497.28
VLASEK, AMARIE VIRGINIA (A3DU)	[AQU] Aquatics	[OWE26] VESTA	[District/Services] District Services	[NE] Northeast	[BARTS] Bartram Springs	[POOLMON] Pool Monitor	[PM] Pool Monitor	[BART] Bartram Springs	PT Hourly(PAH)	Department Rates Regular (DRR)	\$11.00	29.42	0.00	\$323.62

Total Hours Summary by Allocation Report

Distribution Subtotals		Hours	Units	Amount
		570.51	0.00	\$7,398.48
Earning Totals		Hours	Units	Amount
Earning		541.09	0.00	\$7,074.86
Regular (R)		29.42	0.00	\$323.62
Department Rates Regular (DRR)				
Earning		541.09	0.00	\$7,074.86
Regular (R)		29.42	0.00	\$323.62
Department Rates Regular (DRR)				
Total		570.51	0.00	\$7,398.48

Hours for italicized entries are already included in totals once.



Weather Engineers, Inc.
Air Conditioning • Heating • Refrigeration • Clean Air Professionals



Weather Engineers, Inc.
PO Box 37068
Jacksonville, FL 32236
Phone: (904) 356-3963
Fax: (904) 356-4969
www.weatherengineers.com
CAC041190

Invoice

Number	Date
S95306	09/07/23

BILL TO: #104532

SERVICE PERFORMED AT:

BARTRAM SPRINGS AMENITY CENTER
Attn: Winslow Wheeler
14530 CHERRY LAKE DR
JACKSONVILLE FL 32258

BARTRAM SPRINGS AMENITY CENTER
14530 CHERRY LAKE DR
JACKSONVILLE FL 32258

Site # : 104532-001

Return this portion with payment

Amount Paid: _____

Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #										
09/05/23	189914			30	SA0											
DESCRIPTION																
<p>Reported by: Winslow 904-318-0797 Trouble Code: DIA - DIAGNOSTIC/RECHECK billable unit leaking water & has sensor issues AHU: flex room closet avail until 11p</p> <p>BRAND [MODEL # / SERIAL #] SERVING AREA TRANE TWE090B300EL / 7505LN3BD FRONT OFFICE</p> <p>Call for unit not running. Auxiliary pan was full of water, condensate pump and trap filthy. Cleaned and vacuumed out both. Also vacuumed the door covers that were clogged with lint. Notes. Unit is installed too low not allowing a proper trap. Also drain pan in the unit cannot be pulled and cleaned due to design and install location.</p> <table border="1"> <thead> <tr> <th>TECH</th> <th>DATE</th> <th>RECEIVED</th> <th>ARRIVED</th> <th>DEPARTED</th> </tr> </thead> <tbody> <tr> <td>038</td> <td>09/05/23</td> <td>16:15:00</td> <td>16:46:00</td> <td>17:45:00</td> </tr> </tbody> </table> <p>09/05/23 1 MECH R/T .98 HRS @ 89.25 87.47 09/05/23 1 MECH T/T .52 HRS @ 89.25 46.41</p> <p style="text-align: right;">LABOR 133.88</p> <p style="text-align: right;">TOTAL \$ 133.88</p>							TECH	DATE	RECEIVED	ARRIVED	DEPARTED	038	09/05/23	16:15:00	16:46:00	17:45:00
TECH	DATE	RECEIVED	ARRIVED	DEPARTED												
038	09/05/23	16:15:00	16:46:00	17:45:00												

RECEIVED
SEP 07 2023
BY: _____

Thank you for your business!!
Please make all checks payable to Weather Engineers, Inc.
Remit To: PO Box 37068 Jacksonville, FL 32236
Phone (904)356-3963* Fax (904) 356-4969

We are an equal opportunity employer and do not discriminate against applicants due to race, gender, veterans status, or on the basis of disability or any other federal, state or local protected class. THIS CONTRACTOR AND SUBCONTRACTOR SHALL ABIDE BY THE REQUIREMENTS OF 41 CFR 60-300.5 (A). THIS REGULATION PROHIBITS DISCRIMINATION AGAINST QUALIFIED PROTECTED VETERANS, AND REQUIRES AFFIRMATIVE ACTION BY COVERED PRIME CONTRACTORS AND SUBCONTRACTORS TO EMPLOY AND ADVANCE IN EMPLOYMENT QUALIFIED PROTECTED VETERANS.


LOCALiQ

FLORIDA

ACCOUNT NAME Bartram Springs Cdd		ACCOUNT # 760122	PAGE # 1 of 1
INVOICE # 0005816653	BILLING PERIOD Aug 1- Aug 31, 2023	PAYMENT DUE DATE September 20, 2023	
PREPAY (Memo Info) \$0.00	UNAPPLIED (Included in amt due) \$0.00	TOTAL CASH AMT DUE* \$468.48	

BILLING ACCOUNT NAME AND ADDRESS

Bartram Springs Cdd
Sarah Sweeting
475 W. Town Pl. Ste. 114
Saint Augustine, FL 32092-3649



Legal Entity: Gannett Media Corp.
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.
All funds payable in US dollars.

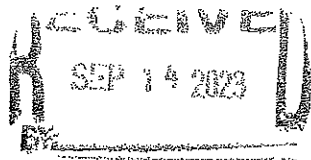
BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com FEDERAL ID 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com. Previous account number: MOR_36204

Date	Description	Amount
8/1/23	Balance Forward	\$0.00

Package Advertising:

Start-End Date	Order Number	Description	PO Number	Package Cost
8/23/23	9185066	Notice of Meetings		\$468.48



As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$468.48
Service Fee 3.99%	\$18.69
*Cash/Check/ACH Discount	-\$18.69
*Payment Amount by Cash/Check/ACH	\$468.48
Payment Amount by Credit Card	\$487.17

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bartram Springs Cdd		ACCOUNT NUMBER 760122		INVOICE NUMBER 0005816653		AMOUNT PAID
CURRENT DUE \$468.48	30 DAYS PAST DUE \$0.00	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$468.48
REMITTANCE ADDRESS (Include Account# & Invoice# on check)				TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:		TOTAL CREDIT CARD AMT DUE
CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244				<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX		\$487.17
				Card Number _____		
				Exp Date ____/____/____	CVV Code _____	
				Signature _____		Date _____

00007601220000000000000058166530004684867176

LOCALiQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Sarah Sweeting
Bartram Springs Cdd
475 W Town PL # 114
SARAH SWEETING
Saint Augustine FL 32092-3649

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The Florida Times-Union, published in Duval and Clay Counties, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Duval and Clay Counties, Florida, or in a newspaper by print in the issues of, on:

08/23/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/23/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$468.48

Order No: 9185066

of Copies:

Customer No: 760122

1

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

NOTICE OF MEETINGS BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Bartram Springs Community Development District will hold its regularly scheduled public meetings for Fiscal Year 2024 at 8:30 a.m. at the Bartram Springs Amenity Center, 14530 Cherry Lake Drive East, Jacksonville, FL 32258 on the second Monday of the following months as follows (unless otherwise indicated):

October 9, 2023 (at 6:00 p.m.)
November 13, 2023
December 11, 2023
January 8, 2024 (at 6:00 p.m.)
February 12, 2024
March 11, 2024
April 8, 2024 (at 6:00 p.m.)
May 13, 2024
June 10, 2024
July 8, 2024 (at 6:00 p.m.)
August 12, 2024
September 9, 2024

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for the meetings may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). The meetings may be continued to a date, time, and place to be specified on the record of the meetings. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at the meetings is advised that person will need a record of the 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

8/23/2023

East Coast Wells & Pump Service
 135 Jenkins Street, Ste.105B#322
 St. Augustine, FL 32086-5182
 904 824-6630
 www.eastcoastwells.com
 eastcoastwells@gmail.com

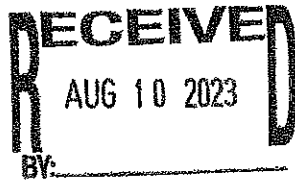
INVOICE

DATE	INVOICE #
8/9/2023	46779

BILL TO:

Bartram Springs CDD
 c/o Vesta Property Services
 14530 Cherry Lake Drive East
 Jacksonville, FL 32258

P.O. NO	TERMS	REP	PERMIT #
	DUE UPON RECEIPT	TB	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	SITE: (2) ENTRY WAY WELLS MAINTENANCE: - CLEANED OUT PUMP HOUSINGS - SPRAY PAINTED EAST PUMP - CHECKED PUMPS FOR LEAKS - CHECKED AMPS & VOLTS <div style="text-align: center;">  </div>	650.00	650.00
18% APR will be applied to any invoice not paid in full within 30 days. Visa or Mastercard Accepted		Total	\$650.00
*ALL PUMPS CARRY A ONE YEAR MANUFACTURER'S WARRANTY. PARTS & LABOR ARE PROVIDED FREE OF CHARGE FOR A 30 DAY PERIOD FOLLOWING INSTALLATION. LABOR IS NOT COVERED UNDER WARRANTY AFTER THE FIRST 30 DAYS AND WILL BE BILLED AT THE CURRENT BUSINESS RATE. *ALL DISCREPANCIES MUST BE REPORTED WITHIN 10 DAYS. *REASONABLE COLLECTION & ATTORNEY'S FEES WILL BE ASSESSED TO ALL ACCOUNTS PLACED FOR COLLECTION.		Payments/Credits	\$0.00
		Balance Due	\$650.00



Fenwick Services
 11623 Columbia Park Drive E.
 Jacksonville, FL 32258
 P: (904)-724-7022
 www.fenwickhomeservices.com
 Plumbing Lic#: CFC040039

BILL TO

Bartram Springs Club House
 475 West Town Place
 St. Augustine, FL 32092 USA

INVOICE 309524	INVOICE DATE Sep 18, 2023
-------------------	------------------------------

JOB ADDRESS

Bartram Springs Club House
 14530 East Cherry Lake Drive
 Jacksonville, FL 32258 USA

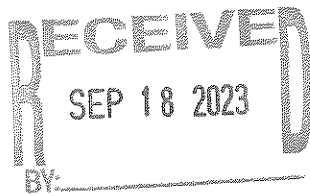
Completed Date:

Payment Term: Due Upon Receipt

DESCRIPTION OF WORK

Install new 1 1/2 ball valve for the deck shower heads
 1 year warranty on fenwick parts and labor

TASK	DESCRIPTION	QTY	PRICE	TOTAL
VLV029	Install new 1 1/2" ball valve: Install new 1 1/2" ball valve	1.00	\$643.95	\$643.95



POTENTIAL SAVINGS	\$0.00
SUB-TOTAL	\$643.95
TAX	\$0.00
TOTAL DUE	\$643.95
BALANCE DUE	\$643.95

Thank you for choosing Fenwick Plumbing Services LLC.

We appreciate your business!

CUSTOMER AUTHORIZATION

I, the undersigned, am owner/authorized representative/tenant of the premises at which the work mentioned above is to be done. I hereby authorize you to perform Diagnosis/Solution, and to use such labor and materials as you deem advisable.

Sign here 

Date 9/18/2023

CUSTOMER ACKNOWLEDGEMENT

I find the service and materials rendered in connection with the above work mentioned to have been completed in a satisfactory manner. I agree that the amount set forth on labeled "TOTAL" to be the total and complete flat rate/minimum charge. I agree to pay reasonable attorney fees and court costs in the event of legal action. A monthly service charge of 1 1/2% will be added after 10 days. I acknowledge that I have read and received a legible copy of this contract and have read the Notice to Owner and statement required thereon.

Sign here 

Date 9/18/2023

Jacksonville Daily Record

A Division of

DAILY RECORD & OBSERVER, LLC

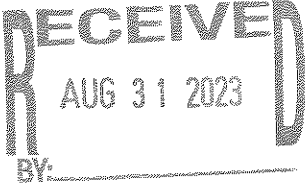
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

August 31, 2023

Date

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



Serial # <u>23-05625D</u>	PO/File # _____	<u>\$83.00</u>
Notice of Meeting		Payment Due
_____		<u>\$83.00</u>
Bartram Springs Community Development District		Publication Fee
_____		<u>Amount Paid</u>
Case Number _____		
Publication Dates <u>8/31</u>		
County <u>Duval</u>		

Payment Due Upon Receipt
For your convenience, you may remit payment online at www.jaxdailyrecord.com/send-payment.

If your payment is being mailed, please reference **Serial # 23-05625D** on your check or remittance advice.

Payment is due before the Proof of Publication is released.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter. Please remit any payment due upon receipt of this invoice.

Preliminary Proof Of Legal Notice
(This is not a proof of publication.)

Please read copy of this advertisement and advise us of any necessary corrections before further publications.

**NOTICE OF MEETING
BARTRAM SPRINGS
COMMUNITY**

DEVELOPMENT DISTRICT
The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District will be held on **Monday, September 11 2023, at 8:30 a.m., at the Bartram Springs Amenity Center, 14530 Cherry Lake Drive East, Jacksonville, FL.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at this meeting is advised that person will need a record of the 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

Aug. 31 00 (23-05625D)



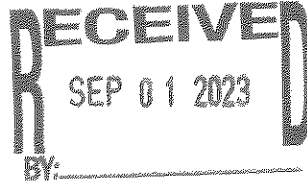
Invoice

Invoice #: 12606

Date: 09/01/23

Customer PO:

DUE DATE: 10/01/2023



BILL TO

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

FROM

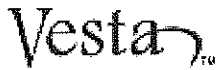
VerdeGo
PO Box 789
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION	AMOUNT
#9664 - Standard Maintenance Contract - 2022-2023 September 2023	\$16,385.93

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE \$16,385.93



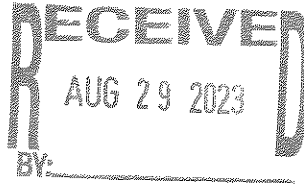
Invoice

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

Invoice # 412565
Date 09/01/2023

Terms Net 30
Due Date 10/01/2023
Memo Monthly fees

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



Description	Quantity	Rate	Amount
Services of Bartram Club Manager and Attendants	1	15,488.39	15,488.39
Pool Maintenance Services at Bartram Club Pool (excludes pool chemicals)	1	3,850.73	3,850.73
General Facility Maintenance Services	1	4,689.49	4,689.49
Janitorial Services	1	3,569.50	3,569.50
Gym Monitoring Services	1	2,718.38	2,718.38
Field Operation Services	1	5,951.60	5,951.60
Mobile App / website	1	208.33	208.33

Total 36,476.42

Dedge's Lock & Key Shop Inc.
 4579 Lenox Avenue
 WWW.Dedges.com
 Jacksonville FL 32205
 Phone: 904-387-2656

INVOICE # 0000207607

License Number EG13000368

DATE
9/14/2023

BILL TO:

Bartram Springs CDD
 14530 Cherry Lake Dr E
 Jacksonville FL 32258

JOB LOCATION:

Bartram Springs CDD
 14530 Cherry Lake Dr E
 Jacksonville FL 32258

Customer
0037353

COMPLETED
9/13/2023

904-318-0797

	NET 30	10/14/2023	Scott Hedrick
--	--------	------------	---------------

1.00	Trip Charge to 32258 Zip Code	83.00	83.00
0.50	Labor to adjust a exit device vertical rod.	110.00	55.00

Did you know Dedge's Lock and Key
 Installs CCTV systems

RECEIVED
 SEP 18 2023
 BY: _____

SUBTOT **\$138.00**
 TAX \$10.35
 TOTAL \$148.35

Signature _____

Print Name _____

Thank You! We Appreciate Your Business.

Terms: Net 30 Days I(WE) understand and agree that any credit granted shall be paid promptly in accordance with credit grantor terms and agreements. I(We) also understand and agree that credit grantor may add legal rate of interest per month to any balance not paid in accordance with said terms and agreements. I(We) also agree, in the even of default, to pay reasonable collection charges.

Dedge's Lock & Key Shop Inc.
 4579 Lenox Avenue
 WWW.Dedges.com
 Jacksonville FL 32205
 Phone: 904-387-2656

INVOICE # 0000207945

DATE
 9/25/2023

License Number EG13000368

BILL TO:

Bartram Springs CDD
 14530 Cherry Lake Dr E
 Jacksonville FL 32258

JOB LOCATION:

Bartram Springs CDD
 14530 Cherry Lake Dr E
 Jacksonville FL 32258

Customer
 0037353

COMPLETED
 9/21/2023

904-318-0797

TERMS	DATE	BY
NET 30	10/25/2023	Scott Hedrick

QTY	DESCRIPTION	PRICE	TOTAL
1.00	Heavy Duty 90° or 180° Retrofit Hydraulic Gate Closer for Gates Up To 330 Lbs, RAL 9005 Black Finish	974.92	974.92
1.00	Trip Charge to 32258 Zip Code	83.00	83.00
2.00	Labor to install listed parts above	110.00	220.00

Did you know Dedge's Lock and Key
 Installs CCTV systems

RECEIVED
 SEP 26 2023
 BY _____

SUBTOT \$1,277.92
 TAX \$95.84
 TOTAL \$1,373.76
 PAID \$95.84
BALANCE \$1,277.92

Signature _____
 Print Name _____

Thank You! We Appreciate Your Business.

Terms: Net 30 Days I(WE) understand and agree that any credit granted shall be paid promptly in accordance with credit grantor terms and agreements. I(We) also understand and agree that credit grantor may add legal rate of interest per month to any balance not paid in accordance with said terms and agreements. I(We) also agree, in the even of default, to pay reasonable collection charges.



INVOICE

Customer	Bartram Springs Community Development District
Acct #	278
Date	09/11/2023
Customer Service	Kristina Rudez
Page	1 of 1

Bartram Springs Community Development District
 c/o Governmental Management Services
 475 West Town Place, Suite 114
 St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 78,802.00
Payment Amount	
Payment for:	Invoice#19474
100123540	

Thank You

Please detach and return with payment



Customer: Bartram Springs Community Development District

Invoice	Effective	Transaction	Description	Amount
19474	10/01/2023	Renew policy	Policy #100123540 10/01/2023-10/01/2024 Florida Insurance Alliance Package - Renew policy Due Date: 9/11/2023	78,802.00

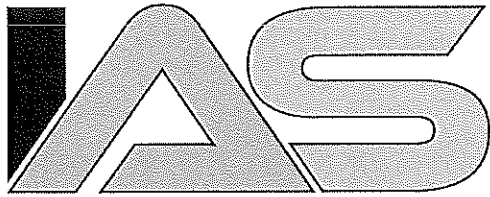
RECEIVED
 SEP 27 2023
 BY: _____

Total
\$ 78,802.00

Thank You

*FOR PAYMENTS SENT OVERNIGHT:
 Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349*

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939	Date
	sclimer@egisadvisors.com	09/11/2023



Integrated Access Solutions
 INTEGRATION THAT WORKS FOR YOU

Integrated Access Solutions
 (904)894-8114
 2227 Crystal Cove Dr
 Green Cove Springs, FL 32043
 United States

Billed To
 Bartram Springs

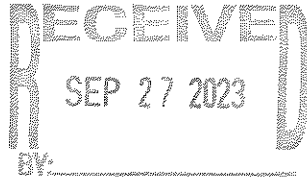
Date of Issue
 09/27/2023

Invoice Number
 0003943

Amount Due (USD)
\$621.00

Due Date
 09/27/2023

Description	Rate	Qty	Line Total
Service Call Replaced access point antennas and configured P2Ps. Confirmed with Erik that cameras had remote view. Job complete.	\$132.00	2	\$264.00
5.8 Ghz Enstation Antenna Kit	\$357.00	1	\$357.00

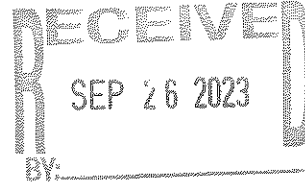


Subtotal	621.00
Tax	0.00
Total	621.00
Amount Paid	0.00
Amount Due (USD)	\$621.00

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
31165	09/15/2023	\$560.00	09/29/2023	Net 14	

DESCRIPTION	QTY	RATE
service agreements:Monthly Snake Service Monthly Snake Service	1	135.00
service agreements:PPP Perimeter Protection Program	1	135.00
PPP Boxes PPP Monthly Bait Station Checks	1	95.00
service agreements:Monthly Snake Service Monthly Snake Service - Ginnie Springs	1	195.00

BALANCE DUE

\$560.00

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

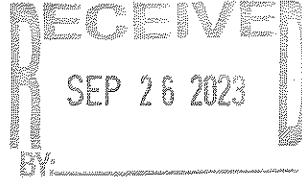
St. Augustine Electric Motor Works, Inc.
Ham's Irrigation Service

14 Center St.
St. Augustine, Fl. 32084
904-829-8211 or 904-829-9653 (Ham's)

Invoice- Sales Receipt #92667

9/26/2023

Cashier: DS



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

P.O. #

Description

SERVICE CALL CHARGE
ONSITE SERVICE 1TECH.

Exempt	Subtotal:	\$240.00
	0 % Tax:	+ \$0.00
	RECEIPT TOTAL:	\$240.00

HAD TO ADJUST VALVES TO GET FLOW RIGHT. SYSTEM WORKING PROPERLY AT THIS TIME.

Signature _____

Account: \$240.00

We impose a 2.5% surcharge on purchase paid by CREDIT CARD which is not greater than our cost of acceptance. There is a minimum purchase of \$10 to pay by credit card.

Returns must be accompanied by receipt within thirty days and in resellable condition. ELECTRICAL COMPONENTS are not returnable for refund or exchange. Merchandise under warranty must have receipt and will be repaired or replaced per manufacturer.

Hello Gms Bartram Springs Club,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14530 CHERRY LAKE DR E, BLDG GYM, JACKSONVILLE, FL, 32258-5133

Previous balance		\$131.45
EFT Payment - thank you	Aug 08	-\$131.45
Balance forward		\$0.00
Regular monthly charges	Page 3	\$129.95
Taxes, fees and other charges	Page 3	\$1.50
New charges		\$131.45

Amount due \$131.45

! Thanks for paying by Automatic Payment

Your automatic payment on Sep 07, 2023, will include your amount due, plus or minus any payment related activities or adjustments, and less any credits issued before your bill due date.

Need help?

Visit business.comcast.com/help or see page 2 for other ways to contact us.

Your bill explained

- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

**COMCAST
BUSINESS**

1100 NORTHPOINT PKWY W PALM
BCH FL 33407-1937

BARTRAM GMS SPRINGS CLUB
ATTN WINSLOW WHEELER
14530 CHERRY LAKE DR E
BLDG GYM
JACKSONVILLE, FL 32258

Account number **8495 74 121 2680338**
Automatic payment **Sep 07, 2023**
Please pay \$131.45

Electronic payment will be applied Sep 07, 2023

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

849574121268033800131458

Download the Comcast Business App

Manage your account anytime, anywhere with the Comcast Business App – an innovative all-in-one tool designed with your business in mind.

- Manage your account details
- Pay your bill and customize billing options
- View upcoming appointments



Faster speeds. More solutions. Bigger savings.

Comcast Business now offers **NEW** packages with faster speeds and innovative Voice and security solutions – at a better value.

Call today for a FREE account review at 877-564-0318.

Need help? We're here for you



Visit us online

Get help and support at business.comcast.com/help



Call us anytime

800-391-3000
Open 24 hours, 7 days a week for billing and technical support

Useful information

Moving?

We can help ensure it's a smooth transition. Visit business.comcast.com/learn/moving to learn more.

Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at support.xfinity.com/accessibility, email accessibility@comcast.com, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838 Attn: M. Gifford.

Ways to pay



No more mailing monthly checks

Set up Auto Pay to save time, energy and stamps. It's easy to enroll, just visit business.comcast.com/myaccount



Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cut down on clutter. Visit business.comcast.com/myaccount to get started.

Additional billing information

More ways to pay:



Online

Visit My Account at business.comcast.com/myaccount



By App


Download the Comcast Business App



In-Store

Visit business.comcast.com/servicecenter to find a store near you

Regular monthly charges \$129.95

Comcast Business	\$110.00
Packaged services	\$229.00
 Data, SecurityEdge Package, Includes: Business Internet Performance and SecurityEdge.	\$229.00
Discounts	-\$119.00
Bundle Discount	-\$109.00
Automatic Payments Discount Including Paperless Billing	-\$10.00

Equipment & services	\$19.95
Equipment Fee Internet.	\$19.95

Taxes, fees and other charges \$1.50

Taxes & government fees	\$1.50
Sales Tax	\$1.50

What's included?



Internet: Fast, reliable internet on our Gig-speed network

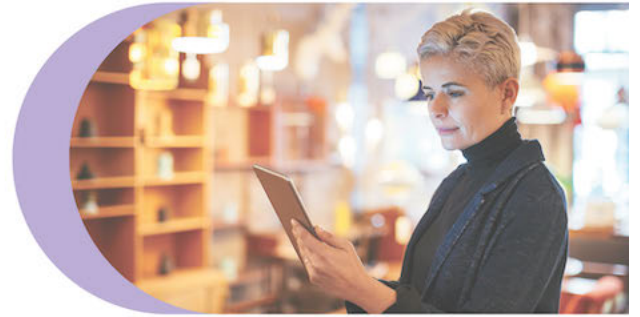
Visit business.comcast.com/myaccount for more details

You've saved \$119.00 this month with your bundle and automatic payments discounts.

Additional information

Parental Controls: With parental controls, you can choose and manage the programming that is right for your family. Learn more at: business.comcast.com/support/article/tv/x1-parental-controls-safe-browse.

Business solutions that help keep you ready.



We're grateful to have you as a customer. And we'd love to offer you a personalized, one-on-one Account Review to align your needs with your goals and to ensure you have the best solutions for your business to meet the future.

It's important to stay ready with the company that powers more businesses than any other provider, bringing you:

- **Advanced security** to help protect your business from cyberthreats.
- 99.9% reliability on the largest, fastest, reliable network for small businesses, **plus upload speeds up to 3-5x faster.**
- From the company powered by the **next generation 10G network.**

Please give us a call at 877-701-0299 to schedule a chat. We'll give you the tools to help you clear today's hurdles and be ready for whatever's next.



Call 877-701-0299 or
visit ComcastBusiness.com/AccountReview

**COMCAST
BUSINESS**

Restrictions apply. Not available in all areas. Services and features vary depending on level of service. **Internet:** Faster upload speeds available in select areas. Actual speeds vary and are not guaranteed. **Comcast Business SecurityEdge™:** Requires Comcast Business Internet and leased router. Will not work if connected via public WiFi, and may not work if connected via Connection Pro, virtual private network technology or non-Comcast DNS servers. Call for restrictions and complete details. © 2023 Comcast. All rights reserved. B6141A-ADP-FAR-Genesis-0299 PA0230

Hello Bartram Springs Cdd,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14751 BARTRAM SPRINGS PKWY, JACKSONVILLE, FL,
32258-6101

Previous balance		\$253.74
EFT Payment - thank you	Aug 02	-\$253.74
Balance forward		\$0.00
Regular monthly charges	Page 3	\$244.95
Taxes, fees and other charges	Page 3	\$8.79
New charges		\$253.74

Amount due **\$253.74**

! Thanks for paying by Automatic Payment

Your automatic payment on Sep 01, 2023, will include your amount due, plus or minus any payment related activities or adjustments, and less any credits issued before your bill due date.

Need help?

Visit business.comcast.com/help or see page 2 for other ways to contact us.

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST
BUSINESS

1100 NORTHPOINT PKWY W PALM
BCH FL 33407-1937

BARTRAM SPRINGS CDD
ATTN WINSLOW WHEELER
14751 BARTRAM SPRINGS PKWY
JACKSONVILLE, FL 32258

Account number **8495 74 120 3774991**

Automatic payment **Sep 01, 2023**

Please pay **\$253.74**

Electronic payment will be applied Sep 01, 2023

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

849574120377499100253740

Your bill explained

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- Pay your bill and customize billing options
- View upcoming appointments



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Call us anytime

800-391-3000
Open 24 hours, 7 days a week for billing and technical support

Useful information

Moving?

We can help ensure it's a smooth transition. Visit business.comcast.com/learn/moving to learn more.

Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at support.xfinity.com/accessibility, email accessibility@comcast.com, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838 Attn: M. Gifford.

Ways to pay



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Additional billing information

More ways to pay:



Online

Visit My Account at business.comcast.com/myaccount



By App


Download the Comcast Business App



In-Store

Visit business.comcast.com/servicecenter to find a store near you

Regular monthly charges \$244.95

Comcast Business	\$234.95
Packaged services	\$356.50
 Data, Voice Network Pack Package Includes: Business Internet 200, Connection Pro, Wifi Pro, 1 Mobility Voice Line, and Equipment Fees.	\$356.50
Discounts	-\$146.50
Promotional Discount	-\$136.50
Ecobill/autopay Discount	-\$10.00
Comcast Business services	\$24.95
Static IP - 1	\$24.95

Service fees \$10.00

Directory Listing Management Fee	\$5.00
Voice Network Investment	\$5.00

Taxes, fees and other charges \$8.79

Other charges	\$2.11
Federal Universal Service Fund	\$0.98
Regulatory Cost Recovery	\$1.13

Taxes & government fees \$6.68

Sales Tax	\$1.42
State Communications Services Tax	\$2.69
Local Communications Services Tax	\$2.17
911 Fees	\$0.40

What's included?



Internet: Fast, reliable internet on our Gig-speed network



Voice Numbers: (904)312-9604

Visit business.comcast.com/myaccount for more details

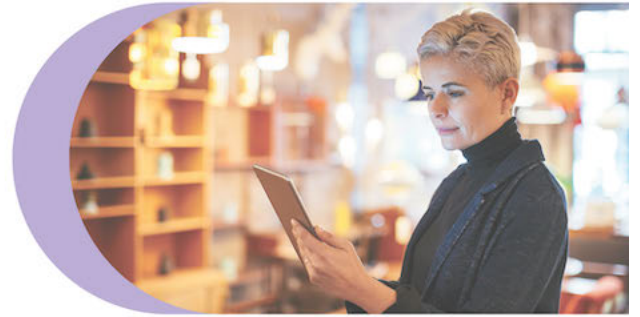
You've saved \$146.50 this month with your promotional and ecobill/autopay discounts.

Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

Parental Controls: With parental controls, you can choose and manage the programming that is right for your family. Learn more at: business.comcast.com/support/article/tv/x1-parental-controls-safe-browse.

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BUSINESS**

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PA0230

Hello Gms Bartram Springs Club,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14530 CHERRY LAKE DR E OFC, JACKSONVILLE, FL,
32258-5133

Previous balance		\$548.38
EFT Payment - thank you	Aug 02	-\$548.38
Balance forward		\$0.00
Regular monthly charges	Page 3	\$486.42
Taxes, fees and other charges	Page 3	\$61.96
New charges		\$548.38

Amount due \$548.38

! Thanks for paying by Automatic Payment

Your automatic payment on Sep 01, 2023, will include your amount due, plus or minus any payment related activities or adjustments, and less any credits issued before your bill due date.

Need help?

Visit business.comcast.com/help or see page 2 for other ways to contact us.

Your bill explained

- TV Update: On August 15, 2023, SEC Network Alternate (SEC Network Overflow) will cease operations.
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST
BUSINESS

1100 NORTHPOINT PKWY W PALM
BCH FL 33407-1937

GMS BARTRAM SPRINGS CLUB
ATTN WINSLOW WHEELER
14530 CHERRY LAKE DR E
OFC
JACKSONVILLE, FL 32258

Account number **8495 74 121 1618453**

Automatic payment **Sep 01, 2023**

Please pay \$548.38

Electronic payment will be applied Sep 01, 2023

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

849574121161845300548388

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Visit us online

Get help and support at business.comcast.com/help



Call us anytime

800-391-3000
Open 24 hours, 7 days a week for billing and technical support

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Ways to pay



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Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cut down on clutter. Visit business.comcast.com/myaccount to get started.

Additional billing information

More ways to pay:



Online

Visit My Account at business.comcast.com/myaccount



By App


Download the Comcast Business App



In-Store

Visit business.comcast.com/servicecenter to find a store near you

Regular monthly charges \$486.42

Comcast Business	\$304.87
Packaged services	\$344.00
 Data, SecurityEdge, Voice Package, Includes: Business Internet Performance, 1 Mobility Voice Line, and SecurityEdge.	\$244.00
Mobility Voice Line Business Voice. Qty 4 @ \$44.95 each	\$179.80
Voice Credit Qty 4 @ -\$19.95 each	-\$79.80
Discounts	-\$154.00
Bundle Discount	-\$154.00
Comcast Business services	\$114.87
TV Standard Business Video. Includes \$44.98 Service Discount	\$44.97
Sports and Entertainment Package.	\$34.95
Static IP - 1	\$24.95
Voice Mail Service Qty 2 @ \$5.00 each	\$10.00

Equipment & services \$129.40

Equipment Fee Voice.	\$19.95
TV Box + Remote	\$9.95
Service To Additional TV With TV Box and Remote. Qty 10 @ \$9.95 each	\$99.50

Service fees \$52.15

Directory Listing Management Fee	\$5.00
Voice Network Investment	\$5.00
Broadcast TV Fee	\$30.80
Regional Sports Fee	\$11.35

Taxes, fees and other charges \$61.96

Other charges \$10.23

Regulatory Cost Recovery	\$4.93
Federal Universal Service Fund	\$5.30

Taxes & government fees \$51.73

Sales Tax	\$4.25
State Communications Services Tax	\$25.13

What's included?



Internet: Fast, reliable internet on our Gig-speed network



TV: Keep your employees informed and customers entertained



Voice Numbers: (904)880-5156, (904)880-5370, (904)880-5014, (904)374-3397, (904)619-0387

Visit business.comcast.com/myaccount for more details

You've saved \$198.98 this month with your service and bundle discounts.

...continued

Local Communications Services Tax	\$20.35
911 Fees	\$2.00

Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

Parental Controls: With parental controls, you can choose and manage the programming that is right for your family. Learn more at: business.comcast.com/support/article/tv/x1-parental-controls-safe-browse.

TV Update: Effective September 26, 2023, INSP will move from Standard to Sports & Entertainment Pack.

Recent and Upcoming Programming Changes: Information on recent and upcoming programming changes can be found at xfinity.com/programmingchanges/ or by calling 866-216-8634.



Customer Name: BARTRAM SPRINGS COMM DEV. DISTRICT

Account #: 2568379466

Cycle: 16 Bill Date: 08/16/23

TOTAL SUMMARY OF CHARGES

Electric	\$	5,472.52
Irrigation		577.99
Sewer		493.82
Water		310.78
Other Activities		100.00

(A complete breakdown of charges can be found on the following pages.)

Total New Charges: \$ 6,955.11



Downed power lines can kill you even if you don't touch them, so please make sure to stay away. Call JEA at 665-6000 to report the location of a downed line.



If your business floods and water rises above the electrical outlets, it's important to call a licensed electrician to check the wiring before you restore power.

Do not pay. AutoPay will process your payment on 09/07/23.

Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay
\$7,552.76	-\$7,552.76	\$0.00	\$6,955.11	\$6,955.11

WE APPRECIATE YOUR BUSINESS

Additional information on reverse side. →



Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Check here for telephone/mail address correction and fill in on reverse side.

Acct#: 2568379466

Bill Date: 08/16/23

Do not pay. AutoPay will process your payment on 09/07/23.

0005431

I=00000000



BARTRAM SPRINGS COMM DEV. DISTRICT
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

1/1 752174/4206817 0005431 1I=000000000000

BILLING AND PAYMENT OPTIONS

JEA offers a number of convenient billing and payment options. You can pay online, by phone, by mail, in person or automatically using your bank account. And you can go paperless by receiving your bill by email, which is easy for you and good for the environment.

eBill: Receive, view, and pay your bill online. JEA ebill is one of our most convenient ways to receive, view and pay your bill.

MyBudget: With MyBudget, your bill is based on a rolling 12-month average. This prevents drastic changes in your bill month to month, even in the coldest or hottest months when you use more.

Auto-Pay: Our Automatic Bill Payment service ensures your JEA bill is paid automatically. You still receive a bill, but Automatic Bill Pay deducts the amount you owe from your bank account on your due date. Once set up, you don't have to do a thing.

Pay Online: When you pay your JEA bill on jea.com, your payment is credited to your account immediately. It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20, \$500.01–\$1,000: \$4.40, \$1,000.01 - \$10,000: \$9.95.

Pay Through Your Bank: Use your bank's bill payer system to pay JEA electronically. Provide your JEA account information to your bank and enter the date and amount to pay each month.

Pay by Phone: Call 665-6000 to pay your JEA bill using our automated phone system 24 hours a day. Your payment will be credited to your account immediately.

It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20, \$500.01–\$1,000: \$4.40, \$1,000.01–\$10,000: \$9.95.

Pay by Mail: Please write your account number on your check or money order. Please include the payment stub with your payment and mail to P.O. Box 45047, Jacksonville, FL 32232-5047. Make checks payable to JEA.

Pay in Person: JEA payments are accepted at the JEA Downtown Customer Center, Winn-Dixie stores, Duval County Tax Collector offices and over 140 JEA authorized payment-only locations. Find locations at JEA.com/paymentlocations. Be sure to take a copy of your JEA bill when you go. **The JEA Downtown Customer Center, 225 North Pearl Street, is open 8:00 a.m.–5:00 p.m. Monday through Friday except holidays. Closed Saturday.**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

Request an Extension: We understand that sometimes things happen and you need a little more time to pay your bill. You can apply for an extension online at jea.com. Also, residential customers can call 665-6000; commercial customers can call 665-6250. Our self-serve system will let you know if you qualify and give you a new due date.

Need Help Paying Your Bill? United Way maintains a computerized database of programs that may be able to assist you in paying your utility bill. For assistance with your utility bill, dial 2-1-1 or 632-0600.

STATEMENT INFORMATION

APPLICATION AND CONTRACT FOR SERVICE—Customers may review terms and conditions of service and policies on jea.com, or may call, write or e-mail JEA to request a copy. Requesting of utility service and JEA's acceptance to provide utility service, including the rendering of a bill, constitutes a binding contractual agreement between JEA and the customer, including each financially responsible person or entity as defined by applicable State, City and Utility regulations and policies, whether or not service is listed in that individual's name.

Please review your billing statement. Should you suspect a billing or payment error, please notify us immediately at 665-6000. Commercial customers can call us at 665-6250. You have 90 days from the statement date to request a JEA review for correction or credit.

Customer Charge is a fixed monthly charge to maintain an account for a customer, including metering, billing and account administration.

Energy Charge pays for the cost of the electric infrastructure, contribution to the City of Jacksonville and to generate and deliver the electricity you use, excluding the cost of fuel.

Fuel Cost is determined by the Adjustable Fuel Rate, which may go up or down based on the cost of fuels JEA uses to generate electricity. A portion of the fuel charge is exempt from the Public Service Tax.

Water/Sewer Service Availability Charge is a fixed monthly charge that covers a portion of the water/sewer infrastructure and the cost to maintain an account for a customer, including metering, billing and account administration.

Conservation Charge applies only if you use more than 2,750 kWh during a billing period. If this occurs, you will be charged an additional \$.01 per kWh over 2,750 kWh to encourage conservation. Average home usage is 1,000 kWh per month.

Environmental Charge provides funding for environmental and regulatory programs.

Water Consumption/Sewer Usage Tiers are based on the amount of water you use. Typical household usage is 6 kgals or less.

Fees and Taxes are government transfers paid to city or state governments.

kgal: 1,000 gallons

cf: Cubic foot of water which equals 7.48 gallons of water

kWh: Kilowatt-hour is a measure of electrical energy. One kWh is the equivalent of using 1,000 watts for one hour. For example, if you use a 100 watt light bulb for 720 hours (i.e. for 30 days straight), you will have used 72 kWh.

ADDRESS CORRECTION

Account # Tel: - -

Address:

City: State: Zip Code: -

E-mail:



Customer Name: BARTRAM SPRINGS COMM DEV. DISTRICT

Account #: 2568379466

Cycle: 16

Bill Date: 08/16/23

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 07/19/23 - 08/15/23 Reading Date: 08/15/2023

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
61905337	27	26291	Regular	2	108000 GAL
Basic Monthly Charge					\$ 100.80
Tier 1 Consumption (1-14 kgal @ \$3.81)					53.35
Tier 2 Consumption (> 14 kgal @ \$4.33)					407.01
City of Jacksonville Franchise Fee					16.83
TOTAL CURRENT IRRIGATION CHARGES					\$ 577.99

SEWER SERVICE

Billing Rate: Commercial Sewer Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 07/16/23 - 08/15/23 Reading Date: 08/15/2023

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
83003017	30	230	Regular	1 1/2	3000 GAL
Basic Monthly Charge					\$ 105.75
Sewer Usage Charge					19.17
City of Jacksonville Franchise Fee					3.75
TOTAL CURRENT SEWER CHARGES					\$ 128.67

SEWER SERVICE

Billing Rate: Commercial Sewer Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 07/16/23 - 08/14/23 Reading Date: 08/14/2023

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
86860454	29	1117	Regular	2	29000 GAL
Basic Monthly Charge					\$ 169.20
Sewer Usage Charge					185.31
City of Jacksonville Franchise Fee					10.64
TOTAL CURRENT SEWER CHARGES					\$ 365.15

WATER SERVICE

Billing Rate: Commercial Water Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 07/16/23 - 08/15/23 Reading Date: 08/15/2023

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
83003017	30	230	Regular	1 1/2	3000 GAL
Basic Monthly Charge					\$ 63.00
Water Consumption Charge					5.58
City of Jacksonville Franchise Fee					2.06
TOTAL CURRENT WATER CHARGES					\$ 70.64

WATER SERVICE

Billing Rate: Detector Meter Sprinkler Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 07/18/23 - 08/16/23 Reading Date: 08/16/2023

Service Point: Fire Sprinkler 1

Detecto-Meter Charge					\$ 42.00
City of Jacksonville Franchise Fee					1.26
TOTAL CURRENT WATER CHARGES					\$ 43.26

WATER SERVICE

Billing Rate: Commercial Water Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 07/16/23 - 08/14/23 Reading Date: 08/14/2023

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
86860454	29	1117	Regular	2	29000 GAL
Basic Monthly Charge					\$ 100.80
Water Consumption Charge					53.94
City of Jacksonville Franchise Fee					4.64
TOTAL CURRENT WATER CHARGES					\$ 159.38

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Customer Name: BARTRAM SPRINGS COMM DEV. DISTRICT

Account #: 2568379466

Cycle: 16

Bill Date: 08/16/23

ELECTRIC SERVICE

Billing Rate: General Service Demand

Service Address: 14532 CHERRY LAKE DR E APT TRCT

Service Period: 07/17/23 - 08/15/23 **Reading Date:** 08/15/2023

Service Point: Large Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22489908	29	51414	Regular	40	41800 KWH
22489908	29	2.58	Regular	40	103.20 KW
Basic Monthly Charge					\$ 185.00
GSD Demand Charge					866.88
GSD Energy Charge					1,391.94
Tax Exempt Fuel Cost (\$0.03816 per kWh)					1,595.09
Taxable Fuel Cost (\$0.00511 per kWh)					213.60
City of Jacksonville Franchise Fee					127.58
Gross Receipts Tax					112.31
TOTAL CURRENT ELECTRIC CHARGES					\$ 4,492.40

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 14543 CHERRY LAKE DR W APT LS01

Service Period: 07/17/23 - 08/15/23 **Reading Date:** 08/15/2023

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22493394	29	1106	Regular	1	18 KWH
22493394	29	.03	Regular	1	.03 KW
Basic Monthly Charge					\$ 21.00
Energy Charge (\$0.06078 per kWh)					1.09
Tax Exempt Fuel Cost (\$0.03816 per kWh)					0.69
Taxable Fuel Cost (\$0.00511 per kWh)					0.09
City of Jacksonville Franchise Fee					0.69
Gross Receipts Tax					0.60
TOTAL CURRENT ELECTRIC CHARGES					\$ 24.16

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 17 EVEREST LA APT SG01

Service Period: 07/14/23 - 08/11/23 **Reading Date:** 08/11/2023

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22508751	28	64896	Regular	1	8756 KWH
22508751	28	27.90	Regular	1	27.90 KW
Basic Monthly Charge					\$ 21.00
Energy Charge (\$0.06078 per kWh)					532.19
Tax Exempt Fuel Cost (\$0.03816 per kWh)					334.13
Taxable Fuel Cost (\$0.00511 per kWh)					44.74
Gross Receipts Tax					23.90
TOTAL CURRENT ELECTRIC CHARGES					\$ 955.96

WATER SERVICE

Billing Rate: Commercial Reclaimed Irrigation Service

Service Address: 61 EVEREST LA APT IR01

Service Period: 07/18/23 - 08/15/23 **Reading Date:** 08/15/2023

Service Point: Reclaim Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
89241659	28	2471	Regular	1	0 GAL
Basic Monthly Charge					\$ 31.50
Inspection Fee					6.00
TOTAL CURRENT WATER CHARGES					\$ 37.50

OTHER ACTIVITIES

Service Address: 61 EVEREST LA APT IR01

Commercial Reclaimed Irrigation Service

Environmental Inspection/Service Fee	\$ 100.00
TOTAL OTHER ACTIVITIES	\$ 100.00

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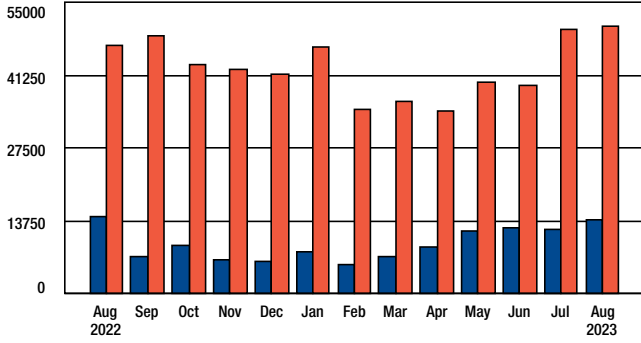
Customer Name: BARTRAM SPRINGS COMM DEV. DISTRICT

Account #: 2568379466

Cycle: 16

Bill Date: 08/16/23

CONSUMPTION HISTORY



■ Water tens Gal ■ Electric Kwh

	1 year ago	Last Month	This Month	Average Daily
Total Kwh used	47,080	50,060	50,574	1,743
Total Gallons used	147,000	122,000	140,000	4,666

1/1 752174/4206817 0005431 31=00000000000



Customer Name: BARTRAM SPRINGS COMM DEV DISTRICT

Account #: 1540008426

Cycle: 16 Bill Date: 08/16/23

TOTAL SUMMARY OF CHARGES

Electric	\$	192.86
Irrigation		68.81
Sewer		27.25
Water		20.81

(A complete breakdown of charges can be found on the following pages.)

Total New Charges: \$ 309.73



Downed power lines can kill you even if you don't touch them, so please make sure to stay away. Call JEA at 665-6000 to report the location of a downed line.



If your business floods and water rises above the electrical outlets, it's important to call a licensed electrician to check the wiring before you restore power.

Do not pay. AutoPay will process your payment on 09/07/23.

Previous Balance	Payment(s) Received	Balance Before New Charges	New Charges	Please Pay
\$325.42	-\$325.42	\$0.00	\$309.73	\$309.73

WE APPRECIATE YOUR BUSINESS

Additional information on reverse side. →



Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Check here for telephone/mail address correction and fill in on reverse side.

Acct#: 1540008426

Bill Date: 08/16/23

Do not pay. AutoPay will process your payment on 09/07/23.

0001829

I=00000000



BARTRAM SPRINGS COMM DEV DISTRICT
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

1/1 752163/4206808 0001829 1I=000000000000

BILLING AND PAYMENT OPTIONS

JEA offers a number of convenient billing and payment options. You can pay online, by phone, by mail, in person or automatically using your bank account. And you can go paperless by receiving your bill by email, which is easy for you and good for the environment.

eBill: Receive, view, and pay your bill online. JEA ebill is one of our most convenient ways to receive, view and pay your bill.

MyBudget: With MyBudget, your bill is based on a rolling 12-month average. This prevents drastic changes in your bill month to month, even in the coldest or hottest months when you use more.

Auto-Pay: Our Automatic Bill Payment service ensures your JEA bill is paid automatically. You still receive a bill, but Automatic Bill Pay deducts the amount you owe from your bank account on your due date. Once set up, you don't have to do a thing.

Pay Online: When you pay your JEA bill on jea.com, your payment is credited to your account immediately. It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20, \$500.01–\$1,000: \$4.40, \$1,000.01 - \$10,000: \$9.95.

Pay Through Your Bank: Use your bank's bill payer system to pay JEA electronically. Provide your JEA account information to your bank and enter the date and amount to pay each month.

Pay by Phone: Call 665-6000 to pay your JEA bill using our automated phone system 24 hours a day. Your payment will be credited to your account immediately.

It is free to pay using your checking or savings account. Pay by debit or credit card—convenience fees charged by card payment vendor: Payments up to \$500: \$2.20, \$500.01–\$1,000: \$4.40, \$1,000.01–\$10,000: \$9.95.

Pay by Mail: Please write your account number on your check or money order. Please include the payment stub with your payment and mail to P.O. Box 45047, Jacksonville, FL 32232-5047. Make checks payable to JEA.

Pay in Person: JEA payments are accepted at the JEA Downtown Customer Center, Winn-Dixie stores, Duval County Tax Collector offices and over 140 JEA authorized payment-only locations. Find locations at JEA.com/paymentlocations. Be sure to take a copy of your JEA bill when you go. **The JEA Downtown Customer Center, 225 North Pearl Street, is open 8:00 a.m.–5:00 p.m. Monday through Friday except holidays. Closed Saturday.**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

Request an Extension: We understand that sometimes things happen and you need a little more time to pay your bill. You can apply for an extension online at jea.com. Also, residential customers can call 665-6000; commercial customers can call 665-6250. Our self-serve system will let you know if you qualify and give you a new due date.

Need Help Paying Your Bill? United Way maintains a computerized database of programs that may be able to assist you in paying your utility bill. For assistance with your utility bill, dial 2-1-1 or 632-0600.

STATEMENT INFORMATION

APPLICATION AND CONTRACT FOR SERVICE—Customers may review terms and conditions of service and policies on jea.com, or may call, write or e-mail JEA to request a copy. Requesting of utility service and JEA's acceptance to provide utility service, including the rendering of a bill, constitutes a binding contractual agreement between JEA and the customer, including each financially responsible person or entity as defined by applicable State, City and Utility regulations and policies, whether or not service is listed in that individual's name.

Please review your billing statement. Should you suspect a billing or payment error, please notify us immediately at 665-6000. Commercial customers can call us at 665-6250. You have 90 days from the statement date to request a JEA review for correction or credit.

Customer Charge is a fixed monthly charge to maintain an account for a customer, including metering, billing and account administration.

Energy Charge pays for the cost of the electric infrastructure, contribution to the City of Jacksonville and to generate and deliver the electricity you use, excluding the cost of fuel.

Fuel Cost is determined by the Adjustable Fuel Rate, which may go up or down based on the cost of fuels JEA uses to generate electricity. A portion of the fuel charge is exempt from the Public Service Tax.

Water/Sewer Service Availability Charge is a fixed monthly charge that covers a portion of the water/sewer infrastructure and the cost to maintain an account for a customer, including metering, billing and account administration.

Conservation Charge applies only if you use more than 2,750 kWh during a billing period. If this occurs, you will be charged an additional \$.01 per kWh over 2,750 kWh to encourage conservation. Average home usage is 1,000 kWh per month.

Environmental Charge provides funding for environmental and regulatory programs.

Water Consumption/Sewer Usage Tiers are based on the amount of water you use. Typical household usage is 6 kgals or less.

Fees and Taxes are government transfers paid to city or state governments.

kgal: 1,000 gallons

cf: Cubic foot of water which equals 7.48 gallons of water

kWh: Kilowatt-hour is a measure of electrical energy. One kWh is the equivalent of using 1,000 watts for one hour. For example, if you use a 100 watt light bulb for 720 hours (i.e. for 30 days straight), you will have used 72 kWh.

ADDRESS CORRECTION

Account #	Tel: <input type="text"/>			
Address:	<input type="text"/>			
City:	<input type="text"/>	State:	<input type="text"/>	Zip Code: <input type="text"/>
E-mail:	<input type="text"/>			



Customer Name: BARTRAM SPRINGS COMM DEV DISTRICT

Account #: 1540008426

Cycle: 16

Bill Date: 08/16/23

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 07/17/23 - 08/15/23 Reading Date: 08/15/2023

Service Point: Irrigation 1 - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
24063319	29	27493	Regular	1	440 KWH

Basic Monthly Charge	\$	21.00
Energy Charge (\$0.06078 per kWh)		26.74
Tax Exempt Fuel Cost (\$0.03816 per kWh)		16.79
Taxable Fuel Cost (\$0.00511 per kWh)		2.25
City of Jacksonville Franchise Fee		2.00
Gross Receipts Tax		1.76

TOTAL CURRENT ELECTRIC CHARGES \$ 70.54

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 07/16/23 - 08/14/23 Reading Date: 08/14/2023

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
74759444	29	169	Regular	1 1/2	1000 GAL

Basic Monthly Charge	\$	63.00
Tier 1 Consumption (1-14 kgal @ \$3.81)		3.81
City of Jacksonville Franchise Fee		2.00

TOTAL CURRENT IRRIGATION CHARGES \$ 68.81

SEWER SERVICE

Billing Rate: Residential Sewer Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 07/16/23 - 08/14/23 Reading Date: 08/14/2023

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
68272587	29	2057	Regular	3/4	1000 GAL

Basic Monthly Charge	\$	21.15
Tier 1 Usage (1-6 kgal @ \$5.31)		5.31
City of Jacksonville Franchise Fee		0.79

TOTAL CURRENT SEWER CHARGES \$ 27.25

WATER SERVICE

Billing Rate: Residential Water Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 07/16/23 - 08/14/23 Reading Date: 08/14/2023

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
68272587	29	2057	Regular	3/4	1000 GAL

Basic Monthly Charge	\$	18.90
Tier 1 Consumption (1-6 kgal @ \$1.30)		1.30
City of Jacksonville Franchise Fee		0.61

TOTAL CURRENT WATER CHARGES \$ 20.81

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 14857 BARTRAM SPRINGS PY

Service Period: 07/17/23 - 08/15/23 Reading Date: 08/15/2023

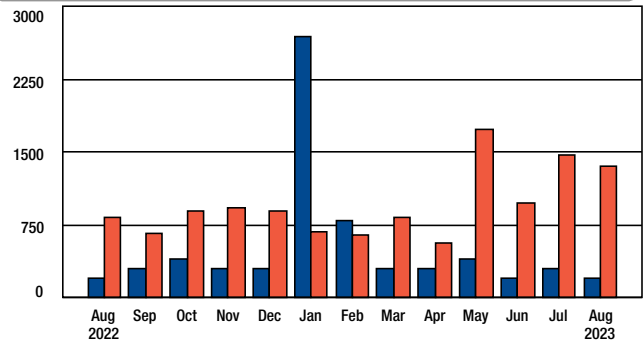
Service Point: Irrigation 1 - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22493397	29	45241	Regular	1	911 KWH
22493397	29	11.67	Regular	1	11.67 KW

Basic Monthly Charge	\$	21.00
Energy Charge (\$0.06078 per kWh)		55.37
Tax Exempt Fuel Cost (\$0.03816 per kWh)		34.76
Taxable Fuel Cost (\$0.00511 per kWh)		4.66
City of Jacksonville Franchise Fee		3.47
Gross Receipts Tax		3.06

TOTAL CURRENT ELECTRIC CHARGES \$ 122.32

CONSUMPTION HISTORY



	1 year ago	Last Month	This Month	Average Daily
Total Kwh used	831	1,468	1,351	46
Total Gallons used	2,000	3,000	2,000	68

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Rubicon Technologies, Inc
P.O. Box 733963
Dallas, TX 75373-3963

(844) 479-1507
billing@rubicon.com
www.rubicon.com

AUTOBILL

Invoice

Current Invoice Total

\$880.90

Invoice Number 2379795

Date: 09/15/2023
Customer Number: 012239
Due Date: 09/20/2023
Invoice Month: September
Payment Term: NET 5 DAYS

Billed to

Bartram Springs CDD
A00011335.SITE-0001

Winslow Wheeler
GMS Governmental Management Services
14530 E Cherry Lake Dr East, Jacksonville, FL 32258
wwheeler@vestapropertyservices.com

Past Due Amount:

\$0.00

Past Due Note

Past due balance is reflective from May 15, 2018 to present. Any unpaid balance before this time is not included in this amount.

Account Balance:

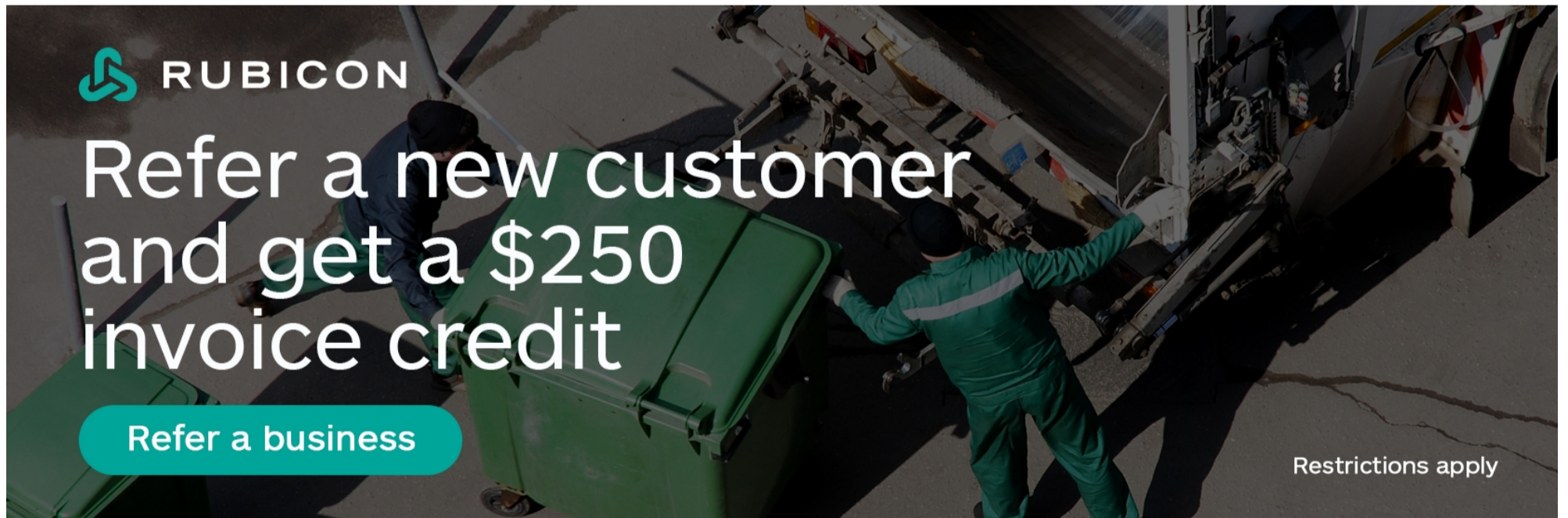
\$880.90

* Invoice to be paid by:

Bank Account

Recurring Service Detail

Service Period	Charge Description	Location Address	Equipment	Sub Total
10/01/2023 - 10/31/2023	Monthly Hauling - Trash	14530 E Cherry Lake Dr	8 Yd Front Load	\$880.90
			Recurring Total	\$880.90





**HANCOCK
WHITNEY**

Visa Purchasing Card
Statement of Account
Issued by Hancock Whitney Bank

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

CREDIT CARD CENTER
P . O . BOX 23070
COLUMBUS, GA 31902 - 3070

BARTRAM SPRINGS CDD
CORPORATE ACCOUNT
ATTN BERNADETTE PEREGRINO
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

ACCOUNT NUM.	[REDACTED]
PAYMENT DUE	09-22-23
AMOUNT DUE	
NEW BALANCE	\$1,575.90
MIN. PAYMENT	\$1,575.90

RETURN
TO:

** 0000001

AMOUNT
ENCLOSED \$

Please make check Payable to
Hancock Whitney Bank

Check here for an address or phone number
changes made on the reverse side



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Detach here

To assure proper credit please return upper portion with remittance

CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER



FINANCE CHARGE SUMMARY

	AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	CORRESPONDING ANNUAL PERCENTAGE RATE	PERIODIC FINANCE CHARGE
PURCHASES	\$0.00	1.853%	22.240%	\$0.00
CASH ADVANCES	\$0.00	1.853%	22.240%	\$0.00
			ANNUAL PERCENTAGE RATE	22.24%
			(this billing cycle)	
<i>PERIODIC RATES MAY VARY.</i>				

CLOSING DATE	08-28-23	PREVIOUS BALANCE	3,938.95
PAYMENT DUE DATE	09-22-23	NEW PURCHASES AND OTHER CHARGES	1,592.06
CREDIT LIMIT	10,000	NEW CASH ADVANCES	.00
AVAILABLE CREDIT	8,424	CREDITS	16.16
		PAYMENTS	3,938.95-
		LATE PAYMENT CHARGES	.00
FOR CUSTOMER SERVICE CALL:		FINANCE CHARGES	.00
Toll Free 1-800-448-8812		NEW BALANCE	1,575.90
SEND BILLING INQUIRIES TO:		TOTAL PAYMENT DUE	1,575.90
CREDIT CARD CENTER		DISPUTED AMOUNT	.00
PO BOX 61750			
NEW ORLEANS LA 70161-1750			
To assure proper credit return upper portion with remittance. See reverse side for important information.		Grace Period: To avoid an additional Finance Charge on Purchases pay entire New Balance by Payment Due Date. Finance charge accrues on Cash Advances daily until paid and will be billed in your next Statement.	

Payments received anywhere other than the RETURN TO address on the face of this statement may be subject to a delay in crediting of up to 5 days after the date of receipt.

Please enter change of address below:

Street _____

City-State _____ Zip _____

Telephone Numbers At Home (____) _____

At Work (____) _____

▼ Detach here and return above portion with your remittance. After detaching, retain lower portion for your future reference

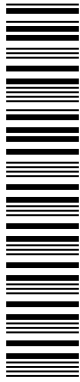
IMPORTANT INFORMATION

The method of determining the balances upon which a Finance Charge is imposed:

We calculate the Finance Charge on the Account by applying the Monthly Periodic Rate to each of the "average daily balances" of Cash Advances and Purchases (including current transactions).

(a) Average Daily Balance of Cash Advances (including new Cash Advances). To get the "average daily balance" of Cash Advances, we take the beginning balance of your Account each day, including unpaid Finance Charges on Cash Advances, but excluding any other unpaid fees or charges and outstanding Purchases, we add any new Cash Advances transacted that day and subtract payments and credits posted to the Cash Advance balance as of that day. This gives us the daily balance for Cash Advances. Then we add all of these daily balances for the Billing Cycle together and divide the total by the number of days in the Billing Cycle. This gives us the "average daily balance" of Cash Advances.

(b) Average Daily Balance of Purchases (including new Purchases). To get the "average daily balance" of Purchases, we take the beginning balance of your Account each day, including unpaid Finance Charges on Purchases, but excluding any other unpaid fees or charges and outstanding Cash Advances, we add any new Purchases transacted that day and subtract payments and credits posted to the Purchases balance as of that day. This gives us the daily balance for Purchases. Then we add all of these daily balances for the Billing Cycle together and divide the total by the number of days in the Billing Cycle. This gives us the "average daily balance" of Purchases. If the New Balance on the Account's previous monthly billing statement was zero or was paid in full within 25 days after the Closing Date, the "average daily balance" of Purchases will be considered zero.



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ACCT. NUMBER:	[REDACTED]		
CREDIT LIMIT	10,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	1,575.90	MINIMUM PAYMENT DUE	1,575.90
AVAILABLE CREDIT	8,424.10	PAYMENT DUE DATE	09-22-23

CORPORATE ACCOUNT ACTIVITY

BARTRAM SPRINGS COMMUNITY

TOTAL CORPORATE ACTIVITY

\$3,938.95 CR

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
08-08	08-08	74270843220322000000730	0000	PAYMENT RECEIVED -- THANK YOU	3,938.95PY

INDIVIDUAL CARDHOLDER ACTIVITY

SUE OLEAR

CREDITS \$16.16

PURCHASES \$196.15

CASH ADV \$0.00

TOTAL ACTIVITY \$179.99

Post Date	Tran Date	Reference Number	MCC	Transaction Description	Amount
08-02	08-01	24906413213179527210509	5968	EIG*CONSTANTCONTACT.COM 855-2295506 MA	120.00
08-09	08-08	74431063220083005656949	5942	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA	16.16CR
08-09	08-08	24431063220083325538087	5942	AMAZON.COM*TA6JR7GZ1 AMZN AMZN.COM/BILL WA	16.16
08-21	08-18	24492163230000022942406	8398	SIGNUPGENIUS WWW.SIGNUPGEN NC	59.99

WINSLOW B WHEELER

CREDITS \$0.00

PURCHASES \$1,395.91

CASH ADV \$0.00

TOTAL ACTIVITY \$1,395.91

Post Date	Tran Date	Reference Number	MCC	Transaction Description	Amount
08-03	08-02	24692163214106354139665	5942	AMZN MKTP US*TH98R62Y0 AMZN.COM/BILL WA	224.97
08-03	08-03	24692163215106729704788	5999	RAIN DECK LLC 480-330-1357 AZ	309.27
08-04	08-02	24943013215010193141200	5200	THE HOME DEPOT #1324 ST. JOHNS FL	73.70
08-07	08-03	24943013216010191877127	5200	THE HOME DEPOT #1324 ST. JOHNS FL	11.90
08-07	08-04	24943013217010187846945	5200	THE HOME DEPOT #1324 ST. JOHNS FL	55.00
08-09	08-07	24943013220010188859470	5200	THE HOME DEPOT #1324 ST. JOHNS FL	39.23
08-11	08-10	24692163222102997215384	5942	AMZN MKTP US*TO9HF3LZ2 AMZN.COM/BILL WA	113.27
08-11	08-09	24943013222010188120889	5200	THE HOME DEPOT #1324 ST. JOHNS FL	381.03
08-14	08-11	24801973224091061001176	5251	CRONIN ACE HARDWARE-NOCA PONTE VEDRA FL	12.76
08-14	08-10	24943013223010187805976	5200	THE HOME DEPOT #1324 ST. JOHNS FL	16.02
08-14	08-11	24692163223103814545275	5942	AMZN MKTP US*TO5K31CA0 AMZN.COM/BILL WA	59.22
08-24	08-22	24943013235010193163333	5200	THE HOME DEPOT #1324 ST. JOHNS FL	50.53
08-25	08-23	24692163236104016749249	5542	GATE 1232 SAINT JOHNS FL	17.12
08-25	08-23	24692163236104016747763	5541	GATE 1232 SAINT JOHNS FL	31.89

ACCT. NUMBER: [REDACTED]

CREDIT LIMIT	10,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	1,575.90	MINIMUM PAYMENT DUE	1,575.90
AVAILABLE CREDIT	8,424.10	PAYMENT DUE DATE	09-22-23



[Print](#)

Billing Activity - Invoices

Bartram Springs

*Attn: Sue Olear
14530 East Cherry Lake Drive
Jacksonville FL 32258
US
P.: 9048805156*

Today's Date: 11/08/2023

User Name:

Invoices from 08/01/2023 to 08/31/2023

Date	Description	Charge Amount	Credit Amount
08/01/2023	Invoice #1690875093		\$120.00
	Inbox Preview		
	0-5 Inbox Preview		
	Max Period Inbox Preview: 0	\$10.00	
	From 07/01/2023 to 08/01/2023		
	Constant Contact - Email Plus		
	2501-5000 Contacts		
	Highest contact count: 2692	\$110.00	
	From 07/01/2023 to 08/01/2023		

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



Final Details for Order #114-5290480-0016251

[Print this page for your records.](#)

Subscribe and Save Order Placed: August 1, 2023
Amazon.com order number: 114-5290480-0016251
Order Total: \$16.16
This order contains Subscribe & Save items.

Shipped on August 8, 2023

Items Ordered

	Price
1 of: <i>Amazon Basics 24-Pack C Cell Alkaline All-Purpose Batteries, 1.5 Volt, 5-Year Shelf Life</i>	\$17.01
Sold by: Amazon.com Services LLC	
Supplied by: Other	
Condition: New	

Shipping Address:

Sue O'Lear
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method:
Visa ending in 5918

Billing address
Sue O'Lear
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649
United States

Item(s) Subtotal:	\$17.01
Shipping & Handling:	\$0.00
Subscribe & Save:	-\$0.85

Total before tax:	\$16.16
Estimated tax to be collected:	\$0.00

Grand Total: \$16.16

Credit Card transactions

Visa ending in 5918: August 8, 2023: \$16.16

To view the status of your order, return to [Order Summary](#).

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Order Detail

Order #	Member	Order Date (mm/dd/yyyy)	Status
391701	Bartram Club	11/18/2022	Completed
QTY	Product	Price	Subtotal
1	SignUpGenius Pro Platinum	\$59.99	\$59.99
Order Total			\$59.99

Payments

Payment Date (mm/dd/yyyy)	Payment ID	Paid By	Amount
10/18/2023	1364018	Credit Card	\$59.99
09/18/2023	1340204	Credit Card	\$59.99
08/18/2023	1316731	Credit Card	\$59.99
07/19/2023	1297028	Credit Card	\$59.99
06/18/2023	1278396	Credit Card	\$59.99
05/23/2023	1261813	Credit Card	\$59.99
04/18/2023	1238745	Credit Card	\$59.99
03/18/2023	1220052	Credit Card	\$59.99
02/18/2023	1201606	Credit Card	\$59.99
01/18/2023	1181569	Credit Card	\$59.99
12/18/2022	1163840	Credit Card	\$59.99
11/18/2022	1145947	Credit Card	\$59.99

Auto Renew Status

Status	Next Billing Date (mm/dd/yyyy)
Active	11/18/2023

[Return to Billing](#)

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District Credit Card Receipt Report 2023

Card Holder:	Winslow Wheeler		Month:	August	Bartram Springs CDD
Store/Vendor	Date of Receipt	Expensed to	Billable Amount	Receipt Amount	Description
amazon	8/1/23	Supplies (Rpr/Rplc)		224.97	dog bags and new tennis court lock
home depot	8/2/23	Supplies (Rpr/Rplc)		73.70	wall repair
rain deck	8/2/23	Supplies (Rpr/Rplc)		309.27	parts replacemnt for splash pad
home depot	8/3/23	Supplies (Rpr/Rplc)		11.90	repair baby pool plumming
homedepot	8/4/23	Supplies (Rpr/Rplc)		55.00	baby pool repair
home depot	8/8/23	Supplies (Rpr/Rplc)		381.03	fill sand athletic fields
amazon	8/9/23	Supplies (Rpr/Rplc)		113.27	parts for blower
amazon	8/9/23	Supplies (Rpr/Rplc)		59.22	parts for blower
home depot	8/10/23	Supplies (Rpr/Rplc)		16.02	concrete
home depot	8/11/23	Supplies (Rpr/Rplc)		12.76	paver base red do dock
home depot	8/22/23	Supplies (Rpr/Rplc)		50.53	replacement parts blower
gate	8/23/23	Supplies (Rpr/Rplc)		17.12	facility gas
gate	8/23/23	Supplies (Rpr/Rplc)		31.89	facility ice Mandatory boil
home depot	8/7/23	Supplies (Rpr/Rplc)		39.23	Dock Repair
				1,395.91	
Repair and Replacement	1.330.57200.46000				
Special Events	1.320.57200.49300				
Fitness Center Repairs/Su	1.320.57200.43600				
Holiday Decorations	1.320.57200.49600				
Grounds Maintenance	1.330.57200.46275				



Details for Order #111-7515985-5640249

[Print this page for your records.](#)

Order Placed: August 1, 2023
Amazon.com order number: 111-7515985-5640249
Order Total: \$224.97

Not Yet Shipped

Items Ordered

Price

3 of: *Commercial Grade 8"x13" Pet Waste Roll Bags - 40% Thicker & Stronger Than Mini Roll Bags - Fit's Any Pet Waste Station - 10 roll Case pack of 200 bags (2,000 bags total)* \$49.99

Sold by: ZW USA Inc ([seller profile](#))

Supplied by: Other

Condition: New

1 of: *D&D Technologies ML3TPKA MagnaLatch Top Pull, Pool & Child Safety Magnetic Gate Latch and Lock, for Any [Square](#) Gate Frame and Post* \$75.00

Sold by: D&D Technologies ([seller profile](#))

Supplied by: Other

Condition: New

Shipping Address:

winslow wheeler
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Shipping Speed:

Delivery in fewer trips to your address

Payment information

Payment Method:

[Visa](#) | Last digits: 5926

Billing address

winslow wheeler
475 W TOWN PL
ST AUGUSTINE, FL 32092-3648
United States

Item(s) Subtotal:	\$224.97
Shipping & Handling:	\$0.00

Total before tax:	\$224.97
Estimated tax to be collected:	\$0.00

Grand Total:	\$224.97

To view the status of your order, return to [Order Summary](#).

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**How doers
get more done.**

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00064 73433 08/02/23 12:39 PM
SALE SELF CHECKOUT

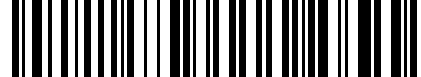
611942083541	PVC M ADPTR <A>	4.42
	1-1/4"X1" PVC MALE ADAPTER SXMPT	
611942037711	1 F ADAPTER <A>	1.54
	1" PVC FEMALE ADAPTER SXFPT	
611942038657	1-1/4 ELBOW <A>	
	1-1/4" PVC EL 90D SXS	
	2@2.61	5.22
611942037629	1-1/4 CPLING <A>	1.24
	1-1/4" PVC COUPLING SXS	
032888209398	PVC BALL VLV <A>	7.45
	1-1/4" PVC BALL VALVE SLIP SCH40	
611942117048	1-1/4X2FT <A>	
	1-1/4X2FT PVC SCH 40 PIPE	
	2@5.91	11.82
030699825424	6"X6" PATCH <A>	
	ANVIL DRYWALL REPAIR PATCH 6X6	
	3@5.98	17.94
887480003024	NYLON LOCK <A>	7.97
	LOCK NUT ZINC #10-24 100PC	
887480015911	MACH SCREW <A>	1.38
	MCH SCRW SS COMB PAN #10 X 3	
081099000058	1GAL JT COMP <A>	9.88
	1 GAL JOINT COMPOUND-12LB	

SUBTOTAL	68.86
TAX + PIF	4.84
TOTAL	\$73.70

XXXXXXXXXXXX5926 VISA
USD\$ 73.70
AUTH CODE 05259S/8643052 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 0

1324 08/02/23 12:39 PM



1324 64 73433 08/02/2023 6745

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50% PUBLIC INFRASTRUCTURE FEE, PAYABLE TO THE DPI COMMUNITY DEVELOPMENT DISTRICT. THE FEE IS COLLECTED AND USED TO FINANCE PUBLIC IMPROVEMENTS IN THE DISTRICT. THIS FEE IS NOT A TAX AND IS CHARGED IN ADDITION TO SALES TAX. THIS FEE BECOMES PART OF THE SALES PRICE AND IS SUBJECT TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	10/31/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 148479 147219
PASSWORD: 23402 147155

Entries must be completed within 14 days of purchase. Entrants must be 18 or older to enter. See complete rules on website. No purchase necessary.



ESTIMATE #29579

RECIPIENT:

WINSLOW WHEELER
VESTA
475 W TOWN PLACE
STE 114
ST AUGUSTINE, FL 32092 US
WWHEELER@VESTAPROPERTYSERVICES.COM

RESPONDENT:

RYAN WERLICH
OFFICE: (888) 445-7246 EXT. 721
RYANW@RAINDECK.COM



888-445-RAIN



info@RainDeck.com



www.RainDeck.com

Rain Deck, LLC

20835 S. Ellsworth Rd
Queen Creek, AZ 85142
888-445-7246
www.raindeck.com

INVOICE: #29579

DATE: 07/17/2023

BILLING ADDRESS

Winslow Wheeler
Vesta
475 W Town Place
Ste 114
St Augustine, FL 32092 US

SHIPPING ADDRESS

Winslow Wheeler
Vesta
14530 Cherry Lake Drive East
Jacksonville, FL 32258

SALES REP

ryan werlich
ryanw@raindeck.com

PRODUCT	COST	QTY	TOTAL
ACTIVATORS / TIMERS			
RD550-3 Rain Deck Activator Sensor Only (30mm) (RD550-3)	\$293.00	× 1	\$293.00

ORDER SUBTOTAL: \$293.00

- SHIPPING: \$16.27

ORDER TOTAL: \$309.27



Our warranty starts with our unmatched customer support. If, at any stage of your splash pad project you need support, we can help! From installation, to winterizing, to spring start-up we offer the support you need. There is never any additional charge for any of our support services for any of our clients.

WARRANTY

[25 YEAR WARRANTY](#) on all commercial stainless steel above ground feature pipes and welds.

[25 YEAR WARRANTY](#) on all stainless-steel footing base tubing and welds.

[2 YEAR WARRANTY](#) against peeling or fading on all finish coatings.

[LIFETIME WARRANTY](#) on all Rain Deck UHMW, PVC or Delrin spray jet housings and nozzles.

[5 YEAR WARRANTY](#) on all brass, stainless steel and aluminum housings and nozzles.

The underground tanks, when installed in accordance to the original manufacturer's instructions, are warranted against defective materials and/or workmanship for a full three (3) years from date of manufacture. Should a defect appear within the warranty period, the original manufacturer will supply a new equivalent tank in replacement thereof. The original manufacturer's liability is limited to the value of the tank itself and specifically excludes the cost of installation and/or removal and consequential damages.

Rubber surfacing granules and binder carry a warranty on the product only. If there is a defect with the rubber granules or binder within one year of receiving the product, please contact Rain Deck. Rain Deck does NOT warranty the installation of the rubber surfacing and extends NO warranty after the rubber granules have been mixed with the binder.

On all powder coated or painted features, Rain Deck, at its discretion has the option of sending touch-up paint in lieu of replacing the feature.

Unless otherwise stated above, Rain Deck shall warrant all products for a period of one year from the date of product shipment.

Although our products should last far beyond their warranty period, should you have any warranty issues, please contact Rain Deck by calling 888-445-RAIN or emailing warranty@raindeck.com.



888-445-RAIN



info@RainDeck.com



www.RainDeck.com



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230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00001 36630 08/03/23 01:36 PM
SALE CASHIER KIMBERLY

611942117048 1-1/4X2FT <A> 5.91
1-1/4X2FT PVC SCH 40 PIPE
611942038657 1-1/4 ELBOW <A>
1-1/4" PVC EL 90D SXS
2@2.61 5.22

SUBTOTAL 11.13
TAX + PIF 0.77
TOTAL \$11.90

XXXXXXXXXXXX5926 VISA
USD\$ 11.90
AUTH CODE 09598S/7015965 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 0

1324 08/03/23 01:36 PM



1324 01 36630 08/03/2023 5375

PIF NOTICE

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PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
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ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID DAYS POLICY EXPIRES ON
A 1 90 11/01/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: HXY 74873 73550
PASSWORD: 23403 73549

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.



How doers
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230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00052 42870 08/04/23 01:32 PM
SALE SELF CHECKOUT

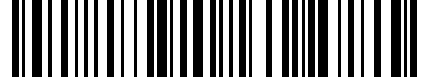
078627775823 50 FLEXRITE <A> 29.98
5/8"X50' SWAN HEAVY DUTY HOSE
030699283675 DOORSTOP <A>
DOORSTOP, ADJ_SC
2@5.47 10.94
NLP Savings \$2.00
045242540006 5/16 IN. X 4 <A> 10.47
5/16 IN. X 4 IN. X 6 IN. SHOCKWAVE C

SUBTOTAL 51.39
TAX + PIF 3.61
TOTAL \$55.00

XXXXXXXXXXXX5926 VISA USD\$ 55.00
AUTH CODE 03265S/6525551 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 00

1324 08/04/23 01:32 PM



1324 52 42870 08/04/2023 6067

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PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
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PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
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PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID DAYS POLICY EXPIRES ON
A 1 90 11/02/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 87353 86081
PASSWORD: 23404 86029

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

SUPER SAVINGS Up to 50% Off Select Items.



You're shopping
St Johns
○ **OPEN** until 10 pm

Delivering to
32258

Search



Cart | 0 items

Order #WJ38219814

Placed on: Aug 08, 2023

Billing Information

Winslow Wheeler

14751 BARTRAM SPRINGS PKWY
JACKSONVILLE FL 32258

Payment Method: VISA ***5926



Item	Price/Item	Qty	Line Total
Express Delivery (1 item)			
14751 BARTRAM SPRINGS PKWY , JACKSONVILLE, FL 32258			
SAKRETE 0.5 cu. ft. Step 2 Paver Leveling Sand	\$4.39 \$4.88 Saved 10%	64	\$280.96

Expect it on Aug 10, 2023
6am - 8pm

Subtotal	\$280.96
Delivery	\$79.00

Sales Tax	\$21.07
Total	\$381.03
You Saved	\$31.36

Need help?

Online Customer Support:
1-800-430-3376

Call 7 days a week:
6 a.m. to 2 a.m. EST

How does get more done™

Need Help? Please call us at: **1-800-HOME-DEPOT** (1-800-466-3337)

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StyleWell.



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Local store prices may vary from those displayed. Products shown as available are normally stocked but inventory levels cannot be guaranteed

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Details for Order #111-7881030-0051451

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Order Placed: August 9, 2023

Amazon.com order number: 111-7881030-0051451

Order Total: \$113.27

Not Yet Shipped

Items Ordered

	Price
2 of: <i>Commercial Grade 8"x13" Pet Waste Roll Bags - 40% Thicker & Stronger Than Mini Roll Bags - Fit's Any Pet Waste Station - 10 roll Case pack of 200 bags (2,000 bags total)</i>	\$45.99

Sold by: ZW USA Inc ([seller profile](#))

Supplied by: Other

Condition: New

1 of: <i>Echo C061000100 PK2 Backpack Blower Straps</i>	\$21.29
---	---------

Sold by: Pantano Power Equipment LLC ([seller profile](#))

Supplied by: Other

Condition: New

Shipping Address:

winslow wheeler
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Shipping Speed:

Delivery in fewer trips to your address

Payment information

Payment Method:

[Visa](#) | Last digits: 5926

Billing address

winslow wheeler
475 W TOWN PL
ST AUGUSTINE, FL 32092-3648
United States

Item(s) Subtotal:	\$113.27
Shipping & Handling:	\$0.00

Total before tax:	\$113.27
Estimated tax to be collected:	\$0.00

Grand Total:	\$113.27

To view the status of your order, return to [Order Summary](#).

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Details for Order #111-6767192-6520208

[Print this page for your records.](#)

Order Placed: August 9, 2023
Amazon.com order number: 111-6767192-6520208
Order Total: \$59.22

Not Yet Shipped

Items Ordered

2 of: *Genuine Echo/Shindaiwa Starter and Pawl Assembly for Echo Backpack Blowers / A052000490, A051002980*

Sold by: JB ENTERPRISES OF TITUSVILLE INC ([seller profile](#))

Supplied by: Other

Condition: New

Price

\$29.61

Shipping Address:

winslow wheeler
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

[Visa](#) | Last digits: 5926

Billing address

winslow wheeler
475 W TOWN PL
ST AUGUSTINE, FL 32092-3648
United States

Item(s) Subtotal: \$59.22

Shipping & Handling: \$0.00

Total before tax: \$59.22

Estimated tax to be collected: \$0.00

Grand Total: \$59.22

To view the status of your order, return to [Order Summary](#).



**How doers
get more done™**

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00001 64533 08/10/23 02:30 PM
SALE CASHIER KIMBERLY

727096303609 RAPDSET CONR <A> 14.97
60LB RAPID SET CONCRETE MIX

SUBTOTAL 14.97
TAX + PIF 1.05
TOTAL \$16.02

XXXXXXXXXXXX5926 VISA USD\$ 16.02

AUTH CODE 07728S/0010377 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 0



1324 01 64533 08/10/2023 9401

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	11/08/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: HXY 130679 129356
PASSWORD: 23410 129355

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

THANK YOU FOR SHOPPING AT
EKONIN ACE HARDWARE
10870 US HWY 1 NORTH, SUITE 116
PONTE VEDRA, FL 32081
(904) 907-2160

08/11/23 12:18PM LSR 560 SALE

7327950 2 EA \$5.99 EA
PAVER BASE \$11.98

SUB-TOTAL:\$ 11.98 TAX: \$.78
TOTAL: \$ 12.76
BC AMT: \$ 12.76

BK CARD#: XXXXXXXXXXXX5926
MID:*****5885 TID:***4806
AUTH: 02786S AMT: \$ 12.76
Host reference #:730761 Bat#

Authorizing Network: VISA

Chip Read
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 8080009000
IAD : 06011203600000
ISI : 6800
ARC : 00
MODE : Issuer
CVM :
Name : VISA CREDIT
ATC :00A1
AC : E016A60790321F6E
TxnID/ValCode: 203362

Bank card USD\$ 12.76

Total Items: 2



How doers
get more done.™

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00064 36059 08/22/23 10:16 AM
SALE SELF CHECKOUT

037103293855 3/4SPKSKT <A> 6.27
HUSKY 3/8" DR 3/4" SPARK PLUG SOCKET
743184013700 EC TR T-UP <A> 21.47
ECHO TUNE UP KIT/HOST
743184015124 YOUCANPB2520 <A> 19.47
YOUCAN MAINTENANCE KIT PB-2520

SUBTOTAL 47.21
TAX + PIF 3.32
TOTAL \$50.53

XXXXXXXXXXXX5926 VISA USD\$ 50.53
AUTH CODE 01977S/8641762 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 0

1324 08/22/23 10:16 AM



1324 64 36059 08/22/2023 0233

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID DAYS POLICY EXPIRES ON
A 1 90 11/20/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 73731 72471
PASSWORD: 23422 72407

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

Welcome to GATE
Store #1232
700 Durbin Pav. Dr.
St Johns, Fl 32259

Receipt #29473
08/23/2023
10:13

Pump Gallons Price
14 4.693 \$ 3.649
Product: Regular
TOTAL FUEL \$ 17.12

TOTAL SALE \$ 17.12
Refer #103584535
Batch #21794
Sequence #463201
SALE

Visa Fleet
Card Num : (C)
XXXXXXXXXXXX5926
Chip Read

USD\$ 17.12

VISA CREDIT
AID: A0000000031010
TVR: 8000008000
IAD: XXXXXXXXXXXXXXX
TSI: 6800
ARC: 00
ARQC:
3A0C898A325417AA

08/23/2023 10:11:30

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.
Term: 501
Appr : 00105S

Thank you for
choosing GATE!

Serving Up More.



GATE Petroleum # 1232
700 Durbin Pavilion Dr
St. Johns, FL 32259

8/23/23 10:17:52
Reg:4 Cashier:Kaylin
GATE Petroleum # 1232
Receipt 4317655
Type SALE

Qty	Name	Price	Total
6	LRG BAG ICE	[T] 29.94	29.94

SubTotal	29.94
State and local tax	1.95
Total	31.89

Visa Fleet 31.89
SALE

Visa Fleet
Card Num : (C) XXXXXXXXXXXX5926
Chip Read
Terminal : 500
Approval : 06537S

USD\$ 31.89

VISA CREDIT
AID: A0000000031010
TVR: 8000008000
IAD: XXXXXXXXXXXXXXXX
TSI: 6800
ARC: 00

Thank You for
Choosing GATE!



How doers
get more done.

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00001 50359 08/07/23 10:23 AM
SALE CASHIER MAKENZIE

743184014530 RA 16OZ OIL <A> 16.97
ECHO RED ARMOR 16 OZ. 2-STROKE OIL
0000-386-081 7/16 OSB <A> 19.68
7/16 4X8 OSB

SUBTOTAL 36.65
TAX + PIF 2.58
TOTAL \$39.23

XXXXXXXXXXXX5926 VISA USD\$ 39.23
AUTH CODE 08181S/3016675 TA
Chip Read
AID A0000000031010 VISA CREDIT

P.O.#/JOB NAME: 0

1324 08/07/23 10:23 AM



1324 01 50359 08/07/2023 6018

PIF NOTICE

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PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
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TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID DAYS POLICY EXPIRES ON
A 1 90 11/05/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: HXY 102331 101008
PASSWORD: 23407 101007

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.