

BARTRAM SPRINGS
Community Development District

March 11, 2024

AGENDA

Bartram Springs Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.BartramSpringsCDD.com

March 4, 2024

Board of Supervisors
Bartram Springs Community Development District

Dear Board Members:

The Meeting of Bartram Springs Community Development District is scheduled for **Monday, March 11, 2024 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 February 7, 2024 Meeting
- IV. VerdeGo Update
- V. Consideration of Amenity Athletics Plan to Operate Spring Soccer
- VI. Staffing Transition Update
- VII. Consideration of Agreements
 - A. VerdeGo Agreement for Landscape Maintenance Services
 - B. GMS for On-Site Staffing for Amenities & Operations Management Services
- VIII. Ratification of Agreements
 - A. Champion Swim School
 - B. Barracudas Swim Team

- C. Matthews Design for Engineering Services
- IX. Consideration of Resolution 2024-04, Designation of Officers
- X. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager
 - 1. 2024 General Elections
 - 2. Discussion of Fiscal Year 2024 Meeting Schedule Revisions
 - 3. Scheduling of March Workshop for Long-Range Planning of Athletic Programming
 - D. Amenity Management & Field Operations
 - 1. Vesta Report (outgoing)
 - 2. GMS Report (incoming)
- XI. Supervisor's Request and Audience Comments
- XII. Financial Statements
 - A. Balance Sheet as of January 31, 2024 and Statement of Revenue & Expenditures for the Period Ending January 31, 2024
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XIII. Next Scheduled Meeting – April 8, 2024 at 6:00 p.m. @ Bartram Springs Club Amenity Center
- XIV. Adjournment

THIRD ORDER OF BUSINESS

MINUTES OF MEETING
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Wednesday, February 7, 2024 at 6:05 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
Katie Buchanan	District Counsel
Sue O’Lear	Bartram Club Manager
Stephanie Taylor	Vesta Assistant Manager
Jay King	Vesta
Winslow Wheeler	Operations Manager
Darrin Mossing	GMS
Alison Mossing	GMS
Rich Whetsel	GMS
Jay Soriano	GMS
Terry Glynn	GMS
Jerry Lambert	GMS
Roy Deary	Vesta
David Surface	Vesta
Robert Beladi	Koehn Outdoor
Billy Genovese	VerdeGo
Blake Dougherty	Yellowstone
Stacy Montoya	The Greenery
Chris Charbonneau	Brightview
Fred Atwood	Vesta
Paul Lukert	VerdeGo
Bryan Wackles	VerdeGo
Sean Smith	Vesta

The following is a summary of the actions taken at the February 7, 2024 Bartram Springs Community Development District Special 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. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Scoring of Proposals for Landscape & Irrigation Maintenance Services

Mr. Oliver stated that they had seven excellent proposals that were received from landscape companies for the landscape and irrigation maintenance services. He explained that they started the process in December, and they had an initial date to turn in proposals in early January. He further explained that they went through a series of different addendums, and they were based on the communications between the landscape company and the District in terms of additional requests for information regarding the landscape process. The Board previewed the proposals at the meeting on January 22, 2024 and subsequently did preliminary scoring individually. He asked the Board members to read their total scores for each of the companies. Mr. Nierengarten's scores were Brightview Landscape Services 76, Duval Landscape 81, Koehn Outdoor 73, The Greenery, Inc. 72, Tree Amigos Outdoor Services 74, VerdeGo 100, and Yellowstone 68. Ms. McKinney's scores were Brightview Landscape Services 97, Duval Landscape 71, Koehn Outdoor 70, The Greenery, Inc. 72, Tree Amigos Outdoor Services 52, VerdeGo 100, and Yellowstone 69. Mr. Walden thanked everyone for coming to this meeting. Mr. Walden's scores were Brightview Landscape Services 87.21, Duval Landscape 89.6, Koehn Outdoor 87, The Greenery, Inc. 92, Tree Amigos Outdoor Services 85, VerdeGo 100, and Yellowstone 88. Ms. Young's scores were Brightview Landscape Services 87.21, Duval Landscape 89.6, Koehn Outdoor 77.18, The Greenery, Inc. 87.31, Tree Amigos Outdoor Services 85.58, VerdeGo 100, and Yellowstone 93.82. Ms. Reynolds thanked all the landscape companies for their proposals. Ms. Reynolds scores were Brightview Landscape Services 84.21, Duval Landscape 74.6, Koehn Outdoor 78.18, The

Greenery, Inc. 86.31, Tree Amigos Outdoor Services 73.58, VerdeGo 91, and Yellowstone 93.82. Mr. Walden explained that on the first sheet he read, he forgot to add a column, and the second sheet has the correct one. Mr. Oliver totaled all the scores. After totaling the scores, he read the scores with the highest score going to VerdeGo with 491 points and the second highest is Brightview with 431 points. He continued reading the scores of the other proposals in no specific order, Yellowstone had 413 points, The Greenery, Inc. had 410 points, Duval Landscape had 422 points, Tree Amigos Outdoor Services had 370, and Koehn Outdoor had 385. Mr. Oliver listed the rankings in order, VerdeGo ranked #1, Brightview ranked #2, Duval Landscape ranked #3, Yellowstone ranked #4, The Greenery, Inc. ranked #5, Koehn Outdoor ranked #6, and Tree Amigos Outdoor Services ranked #7.

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, Adopting the Ranking and Directing Staff to Enter into an Agreement with VerdeGo, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for On-Site Staffing for Amenities & Operation Management Services

Mr. Oliver explained that the informal RFP resulted in two proposals from Vesta and GMS. Each company had the opportunity to present their proposals to the Board of Supervisors. GMS presented their proposal to the Board first.

Mr. Darrin Mossing, the President and Founder of the GMS Organization, thanked the Board of Supervisors for allowing them to be there to present their qualifications to hopefully have the privilege of operating and maintaining their beautiful facility. He stated that they were excited to be there. In GMS's presentation, there was an introduction of the GMS staff present in this meeting, a history provided of the GMS Organization and their relationship with Bartram Springs, GMS company information was provided, a presentation of charts comparing the two fees that were proposed for the RFP, the alternatives and how it relates to their budget, GMS's staff spoke specifically to the athletic field as well as some of their programming, and the Amenity Manager from Oakleaf Plantation spoke about their operations.

Mr. Walden asked about the access cards and how Mr. Soriano and their staff differentiates residents and non-residents on the soccer field because of the two different entities. Mr. Soriano explained that the residents on each side were able to go back and forth. They have the same card.

Mr. Walden asked if Mr. Soriano had been on their soccer field. Mr. Soriano responded that he had not. Ms. Young asked GMS if they would be the ones staffed in their location. The response was yes, Terry Glynn and Richard Whetsel would be. Mr. Soriano explained that there would be times where they would see any of the GMS staff members helping out. Ms. Young also asked if GMS supplies the vehicles for their staff. The response was yes, they have multiple trucks, ATVs, golf cart, etc. Ms. Young asked if their staff would have to utilize their own personal vehicles. The response was no. Mr. Nierengarten asked how much of their plan involves Supervisor involvement and how much of that is handling it at the GMS level. Mr. Soriano responded that the Board of Supervisors would direct that, and GMS would be involved with each of them every step of the way and they will be available at all times. Mr. Mossing explained that statutorily the Board of Supervisors hires the District Manager to handle all day-to-day operations of the District and GMS's preference would be that they handle all of the day-to-day operations, and the Board was there to govern the District. He explained that if GMS feels like the Board has to be involved in their job, then GMS isn't doing their job. He stated that hopefully the Board doesn't need to be involved in their job unless the Board has a passion and desire to do it. Ms. Young agreed with Mr. Mossing's statement and was so glad he made that comment. She explained that the management company has the duty to inspect the property and the Board members should not have to report to the management company on safety as well as other concerns. Mr. Mossing stated that safety was very important, and it was in their own personal interest to take safety very seriously and make sure those areas are taken care of.

Ms. Mossing discussed GMS's approach to special events, summer camp, and lifestyle planning. She noted that the main point she wanted to get through today was that GMS does not utilize a revenue share profit. She explained that for special events, if the District decides to charge a fee for special events, GMS does not take any portion of the fee. The money goes entirely back into the general fund and back to the CDD and they do not take a portion of that revenue. She stated that the same concept goes for the summer camp and fitness classes. She noted that they have the ability to run summer camp and have run summer camps in the past. The entire fee to run summer camp goes back to the District and they do not take a cut of their fee. The District will pay for their staffing and supplies for the summer camp. She added that GMS prefers to utilize outside vendors and independent contractors that are licensed and insured to come in and put on the fitness

class programs in the District. Again, the fee goes to the fitness instructor with a percentage going to the CDD. GMS doesn't take a cut of any of the fitness classes.

Ms. Reynolds noted that her first observation was that Mr. Nelson's, the chief operating officer, biography was missing from the proposal. Mr. Mossing explained that they focused on the people that are in the industry. Mr. Nelson covers all their offices all over the state. He pointed out that Mr. Nelson prepared this proposal. Ms. Reynolds noted that as a follow up, they would like Mr. Nelson's biography. Mr. Mossing responded absolutely. Ms. Reynold's second observation was that GMS may be missing an accountant. She noted that it was critically important in this industry that GMS and Vesta have an accounting department or somebody who is a CPA to look at the numbers. She recommended that they should have an accountant who only deals with the math, who can be accurate with numbers, who is very proficient in excel, and who does not rely on Board of Supervisors to put together an excel spreadsheet. She pointed out that she can appreciate Mr. Mossing's background as an accountant, but she felt that was what was missing from the chart. Mr. Mossing responded that he would send their organizational chart on the corporate side. He noted that their CFO is a CPA, and they have three other CPAs in their industry in their south Florida office. He pointed out that two of their accountants are CPAs and one of those accountants was a former Grau & Associates employee. He explained that Grau & Associates was one of their top auditing firms in their industry and this accountant worked 20 years for Grau & Associates. Ms. Reynolds responded that she had seen other firms bring that to the table, and she was very sad when they got two proposals and neither proposal had an accountant in their family companies. Mr. Mossing responded that he appreciates that feedback because when they look at the complexities and the material information, it's draining to put all that information together and try to comply with meeting all the requirements. Mr. Walden stated that moving forward, that is a key element. Ms. Reynolds noted that her third observation was the mention of the scope of the RFP. She explained that the scope should have come to the Supervisors before it went out. She pointed out that there were some important questions that were not asked. She asked if it came to a staffing shortage, do they borrow from other properties. She also asked what their backup plan was in the event that someone can't be there after hours or there is not a manager that they can reach. Ms. Mossing responded that she would be there. She also stated that they have additional staff to fill in that is not already assigned to another District. Ms. Reynolds noted that things happen, and she wanted to make sure that there is a plan for that because she didn't find that

plan in the proposal. Mr. Mossing explained that GMS has a very high retention rate of their employees. He further explained that they appreciate their staff and do the best they can to take care of them. He noted that they pay 100% to the employee premium. Ms. Reynolds noted that paying 100% to the employee premium is very nice of Mr. Mossing as an employer and she commends him for that. She stated that benefits are always important and is how they attract and retain employees. She stated that they want to make sure that the staff there will be happy working for whatever company they decide. She asked if Mr. Mossing contributes anything to the family or dependent. Mr. Mossing responded that they did not and explained that they pay 100% of the individual, but not the dependent. Ms. Reynolds noted that they had reached out to AgrowPro. She explained to GMS that there was an aeration done on the fields last year and it was unsuccessful, and they all recognize the need to make those fields better. She stated that it was good to know that GMS works with different vendors that they are already consulting and working with. Ms. Reynolds asked Mr. Mossing's professional opinion on using a cost-plus contract with a CDD this size and if they think they could lose a significant amount of money. Mr. Mossing explained that he would put the right person in the position even if it cost him money. He further explained that he would invest in the community. Mr. Oliver explained that he was not a fan of the cost-plus contract, but he wasn't saying that it doesn't work in some situations. Mr. Walden asked Ms. Mossing what they do for veterans. Ms. Mossing explained that they often decorate the facilities for veterans. It was asked for Mr. Mossing to explain how the transition process would work. Mr. Mossing explained that they have some insight and are naturally familiar with Bartram Spring's facility. Rich Whetsel, the Operations Manager, is very familiar with this property. Mr. Mossing further explained that the first thing that comes to mind is immediately putting into action the staffing for the lifeguard, which is priority with Spring Break coming up. He noted that most of the other positions are covered. He added that if there was somebody from Vesta that the Board really thought was good, they would absolutely entertain an interview with them and consider them. He explained that their staffing was in place. They have done this many times. He also stated that GMS knows their budget and their operations; they will just get things organized. He noted that they will be communicating with Vesta on a pretty regular basis on when their contracts up, when their last day will be, and on any open items. He noted that they will be transparent in communications. Ms. Mossing added that they would schedule a transition meeting and get all the

important information from Vesta. She assured the Board that they have done five seamless transitions in the last year, and they are very comfortable with transitioning.

Ms. Young asked GMS to explain the computer systems and if the computer systems in place now onsite were owned by Vesta or will GMS have their own computer systems. Ms. Mossing explained that they would have to figure out whether it is a District computer or a Vesta computer. If it's a Vesta computer, they would purchase a new computer and bring it to their site and upload all the new programs and transition everything. Ms. Young asked if they had ever had any issues with the transition from one company to another where the other company was not cooperating. Ms. Mossing responded yes; they have run into that quite a bit. She explained that they fill in the gaps. They get the crucial information and fill in the gaps. She noted that they are comfortable with this process and know what they need to get done. After all questions were answered and discussed, GMS concluded their presentation. The Board thanked GMS for their presentation.

At this time, Vesta presented their proposal to the Board. Ms. O'Lear thanked the Board for the opportunity to talk with them tonight. She stated that Vesta is a large organization, they have a large corporate structure, and they are a good company. She explained that they have a very long history of about 20 years being part of the Bartram Springs community, and they want to continue their partnership as long as they would have them. She expressed that this exercise was great and was an awesome opportunity to step back and make sure they are providing the level of service and the value to all the Board members and their neighbors in the community. She noted that the most compelling thing that Vesta has in bringing their proposal to life was their team. She explained that they are truly an organization that has high quality, experienced and diverse individuals with the very background that can all come together and continue to meet the needs of their community for years and years to come. There was an introduction of the Vesta staff present in this meeting. After the introduction of Vesta's staff, Ms. O'Lear and Vesta staff discussed the value that Vesta can bring to the Bartram Springs community, the different ways they will do that, resident and employee satisfaction, quality assurance and their processes, the Board's engagement and satisfaction, their working partnership moving forward, how they would continue to fill residents satisfaction, the future of what the staffing model looks like, they were presented with choices so the Board can make a sound decision based on what the Board thinks best fits the needs of the community, and they discussed the future in terms of their pricing models where Vesta

offered the Board options so the Board can make a decision. She added that the Board didn't necessarily have to go with the way it's always been, and they could decide on what they think best fits the needs of the community. Mr. King explained the cost-plus contract to the Board as well.

Ms. Young noted concern about Vesta's turnover. She explained that since she had been on the Board, Vesta's employee, Jane, had been there for quite some time. She further explained that she felt that Jane had been overlooked and has not evolved. Ms. Young felt that Jane should be in some type of management position, but she is not. She pointed out that Mr. Wheeler would be going to another community and there had not been much said about him leaving. She added that personally she thought Mr. Wheeler was an asset to the community. She stated that she knew there were some mistakes along the way, but whatever those mistakes were, it would be a reflection upon whoever the boss is. She asked about the new operations manager. Ms. O'Lear explained that Mr. Atwood has great experience. She pointed out that it had been amazing to have a fresh set of eyes come in and help them see some things that they can immediately impact and improve. She also explained that Jane had been with Vesta since 2016 and was an asset to their team. She noted that she would not discuss Jane's personal situation, but she has restrictions on her employment, how many hours she can work and how much she can earn. She added that through all of that, they have continued to keep her challenged, developing and engaged in a lot of ways outside of her title. She stated that Jane functions like an office manager for them and they try to max out her development, income, responsibility and job satisfaction any way they can. She expressed that if there was anyone who thought that other Vesta properties doesn't come looking for her to come and work there, they would be mistaken. She noted that Jane was committed there right now. She stated that it wasn't a checkmark on Vesta that Jane has stayed in her position this long because she has evolved it, developed it, taken on more responsibility, was the background of Vesta and was the most resident facing person on their management team. She added that she appreciated everything Jane does for Vesta. She also stated that she didn't think that Mr. Wheelers transition was a result of any mistakes regardless of whose fault they were. Ms. Young again noted her concern with the turnover. She noted that Ms. Taylor was doing an awesome job. She thanked Mr. King for clearing up some things regarding the accounting. She also noted that Mr. King coming in in that position as a resident in their neighborhood and already being on this Board, was a conflict of interest because he lives in the community and if he wanted to come to the meeting

as a resident, he can't because of the position that he is in. She added that she was shocked when she noticed the turnover for him to be over there versus Dan. She stated that to her, in her opinion, it was a conflict of interest. She loved that he was with the company, but she has never liked the fact that he is sitting in the position that he is in right now because he could not separate resident versus his job with Vesta. Mr. King responded that Ms. Young's noted concern was fair, but he felt that it was an advantage for him to be there as a resident because he is there all the time both in an official capacity as well as using the gym, swimming, etc. and he can hear from his neighbors and get the feedback and is very accessible in that sense. He argued that they get a better product from him because he is a resident of their community. He pointed out that at the end of the day, he wants to do what is right not only from an ethical standpoint, but he wants to direct all his neighbors and friends who use the facility. He appreciated the perspective, but he wanted to them to know his approach to it, and he sees it as a positive.

Ms. Young noted multiple issues over the past few years regarding the revenue share, accounting, etc. She pointed out that they had come forward and answered a lot of questions for them and had to prepare a lot of documents for them. She asked Vesta how they saw those issues getting better as they move along. Mr. King responded that all the third-party vendors are contracted directly to the Board instead of coming through Vesta. He explained that Vesta was still providing full 10% revenue share and then some for the programs that they provide, which is the summer camp and athletics. He stated that it was always a partnership, and they are always happy to serve to the pleasure of the Board. In terms of their arrangement between Vesta and the Board, they are always open.

Ms. Reynolds noted her appreciation for Vesta's proposal presentation. In saying that, the presentation brought up more questions for herself than answers. Her first question to Vesta related to transparency and the transparent pricing. She pointed out that she noticed today that in 2011, there was something called amenities leadership and she wasn't sure if it was the intention for it to be the same as amenities sports group or if it is the same. Mr. King responded that was before his time. Mr. Deary explained that it was a company he owned and operated and was the reason he started the swim team. He further explained that they specialize in serving CDDs. He was called to see if he was interested in joining Vesta and his company was acquired by Vesta. He stated that he ran their amenities division for a number of years, which was what little biography was meant to describe. They have been focusing on CDDs since 1997 and they joined Vesta in 2011. Ms.

Reynolds asked about some differences regarding events and financials when comparing Bartram Springs CDD to other Districts similar to this District. Mr. King responded that every District is different, and each community has a different personality. He noted that Vesta prides themselves in adjusting to those differences. He explained that it was on Vesta to make the most of the money and the instruction that the Board gives them. Ms. Reynolds noted that a lot of the Districts are missing in the contract amount and she always feels like it's good to compare notes. She expressed that it was important to know what their fellow communities are charging, what they are getting for their service and what they are getting out of it. She also noted that she noticed that on page 46 that Vesta did not put Bartram Springs in the graph. She pointed out that there was no revenue sharing included in the cost nor an asterisk with the other communities of similar size and how much they pay. Mr. King clarified that what they see on page 46 and 47 was just their contract services fees and it didn't show all the money that flows through those. He explained that for the most part, anywhere they do programming, they have 10% revenue share. Ms. Reynolds recommended that Vesta have an accountant on staff that can have these numbers and present them in a fair way. She explained that the Board of Supervisors wants to be transparent with the residents as far as the amount of money Vesta makes from Bartram Springs, which was missing from the proposal. She further explained that it was ok because they as a Board knew how much Vesta made last year, but it wasn't in the proposal. She stated that if Vesta was hanging their hat on transparency in a formal RFP process, it should be in the proposal. Mr. King asked if Ms. Reynolds wanted to know Vesta's profitability in each location. Ms. Reynolds responded that it was important to note if Vesta has a program revenue share at Heritage Landing, Bartram Springs and other Vesta properties. Mr. King responded that they do have revenue shares at all their properties with programs. Ms. Reynolds stated that was fair, but they were missing numbers from their contract amount on page 44 and 45 and this is an important part of the contract. She stated that the other part of the contract where there is missing amounts from the RFP totals is for the cleaning and pool chemicals. She explained that other than those concerns, she feels like Vesta advocates for them as Board of Supervisors and she was very happy with what has been put out in the RFP.

Ms. Reynolds noted another concern was the cost-plus contract. She asked what the advantages and the disadvantages were. Mr. King explained that the advantages were that they would be getting monthly reporting on exactly what they are spending on all things onsite in terms of labor, which is the vast majority of their expenses. He also noted that they would get flexibility

to change staffing and hours and they get their reporting on how they are doing relative to their expense and budget. He noted that the only negative was the concern with a fixed rate, but he noted some solutions to this. He stated that they were happy to do either a closed contract or cost-plus contract. In saying that, he recommended to the Board of Supervisors the cost-plus contract because it facilitates more transparency and it's the least expensive option.

Mr. Nierengarten asked what kind of benefits Vesta offers to their employees. He noted that there was a page in the RFP that details employee benefits. He explained that they offer 401K, and they try to pay their employees the best they can given the market conditions. He added that they try to facilitate a culture. He noted that he took pride in Vesta not experiencing much turnover. Ms. Young asked if Vesta pays 100% of the employee health. Mr. King responded that it has evolved over time. It was explained that they switched providers this year and it was 90% coverage by Vesta and 10% by the employee individual. Ms. Young asked Vesta what their turnover ratio was. The response was that they have 1,300 employees, but it's hard to gage that because 300 of those employees are seasonal employees. It was explained that if they go off the 1,000 full-time employees across the state, they have anywhere from 10% turnover ratio up to 40%.

Ms. Reynold's asked if there was a reason that someone would not want to put in an RFP on their property in Bartram Springs. It was explained that there was not a lot of companies in this on the amenity side of the business. It was noted that this was a challenging business.

Mr. Walden noted kudos to the entire team. He also thanked Mr. Surface for coming out and he understands his position. He stated that they have highs and lows. He explained that it was sad to see on this particular day during an RFP process that they are losing continuity. He stated that the Board's dues and responsibility is the safety and to protect the property. He noted that if Vesta messes up, it's a reflection on the Board. He asked why they had Board members tasks to make sure things are done right. He stated that moving forward, if Vesta sustains the contract, he will personally ask each Board member to back off and let Vesta do what they are supposed to do. He pointed out that the only reason there was a task was because there was a flaw somewhere. With that said, he thanked Vesta for coming out and he appreciated everything and sustainability.

At this time, Vesta stepped out of the room. The Board of Supervisors discussed the two proposal presentations. Ms. Young brought up a good point that was noted also by Ms. Reynolds that if they start out messy, they will end messy. She noted that her concern has always been the actions that Vesta has taken that could potentially allow them to end up being liable. She stated

Secretary/Assistant Secretary

Chairman/Vice Chairman

SEVENTH ORDER OF BUSINESS

A.

**LANDSCAPE AND IRRIGATION MAINTENANCE AGREEMENT
BY AND BETWEEN BARTRAM SPRINGS COMMUNITY DEVELOPMENT
DISTRICT AND VERDEGO, LLC**

THIS AGREEMENT is made and entered into this ____ day of _____, 2024, by and between:

BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to chapter 190, Florida Statutes, located in Duval County, Florida with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “District”), and

VERDEGO LLC, a Florida limited liability company, whose address is 3335 North State Street, Bunnell, Florida 32210 (the “Contractor”).

RECITALS

WHEREAS, the District was established by rule of the Florida Land and Water Adjudicatory Commission, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District has a need to retain an independent contractor to provide landscape and irrigation maintenance services for certain lands within and around the District; and

WHEREAS, Contractor submitted a proposal, attached hereto as **Exhibit A** and incorporated herein by reference (the “Proposal”), and represents that it is qualified to serve as a landscape and irrigation maintenance contractor and provide such services to the District.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, it is agreed that the Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and the Contractor have agreed upon:

- 1. INCORPORATION OF RECITALS.** The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of this Agreement.
- 2. DESCRIPTION OF WORK AND SERVICES.**
 - A.** The District desires that the Contractor provide professional landscape and irrigation maintenance services within presently accepted standards. Upon all parties executing this Agreement, the Contractor shall provide the District with the specific services identified in this Agreement.
 - B.** While providing the services identified in this Agreement, the Contractor shall assign such staff as may be required, and such staff shall be responsible

for coordinating, expediting, and controlling all aspects to assure completion of the services.

- C. The Contractor shall provide the specific professional services as shown in Paragraph 3 of this Agreement.

3. SCOPE OF LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES. The duties, obligations, and responsibilities of the Contractor are those described in the Scope of Services attached hereto as **Exhibit B**. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.

4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform or have performed such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

- A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.
- B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in **Section 3** unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.
- C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.
 - (1) The District hereby designates the District Manager, or a representative of the District Manager, to act as its representative.
 - (2) The Contractor agrees to meet with the District's representative no less than one (1) time per month to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

- D. In the event that time is lost due to heavy rains (the “Rain Days”), the Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled services during the time during the same week as any Rain Days. The Contractor shall provide services on Saturdays if needed to make up Rain Days, but shall not provide services on Sundays. Contractor shall coordinate with the District Representatives to timely complete all such services.
- E. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor’s activities and work within twenty-four (24) hours.

5. COMPENSATION; TERM.

- A. The initial term of this Agreement shall be from _____, 2024 through _____, 2025 (the “Initial Term”), with the option for four annual renewals thereafter in the amounts set forth on **Exhibit A**. As compensation for services described in this Agreement, the District agrees to pay Contractor One Hundred Ninety-Five Thousand Nine Hundred Twenty-Five Dollars and Zero Cents (\$195,925.00) for the Initial Term of the Agreement in monthly amounts of Sixteen Thousand Three Hundred Twenty Seven Dollars and Nine Cents (\$16,327.09), unless terminated earlier in accordance with Section 13 below. At the end of the Initial Term set forth above, this Agreement may be renewed for four (4) consecutive twelve (12) periods with compensation to be determined at each renewal period upon terms mutually agreeable to both parties.
- B. If the District should desire additional work or services, or to add additional lands to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

Additional services such as mulching, mowing, irrigation, sod laying, remedial landscape, and the planting of annuals, can be provided by the Contractor. However, no additional services shall be provided by the Contractor unless done at the direction of the District. Fees for such additional services shall be as provided for in the attached Proposal or, if not identified, as negotiated between the District and the Contractor.

- C. The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers

be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

- D. The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. These monthly invoices are due and payable within forty-five (45) days of receipt by the District. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

6. INSURANCE.

- A. The Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the following insurance:
 - (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
 - (i) Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
 - (3) Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
 - (4) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the

Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- B.** The District, its staff, consultants, agents and supervisors shall be named as an additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.
- C.** If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

7. INDEMNIFICATION.

- A.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B.** Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.

8. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

9. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving notice of termination.

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

11. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

12. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

13. TERMINATION. The District agrees that the Contractor may terminate this Agreement with or without cause by providing ninety (90) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure

any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately with cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

14. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

15. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other.

16. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

17. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

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

19. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the District and the Contractor relating to the subject matter of this Agreement.

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

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

22. NOTICES. All notices, requests, consents and other communications under this Agreement (the "Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. If to the District: Bartram Springs Community
Development District
475 West Town Place, Suite 114
World Golf Village
St. Augustine, Florida 32092
Attn: District Manager

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

B. If to the Contractor: VerdeGo, LLC
3335 North State Street
Bunnell, Florida 32210
Attn: _____

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

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

24. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue for any dispute arising out of this Agreement shall be in Duval County, Florida.

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

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

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

27. ARM’S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

28. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, “electronic signature” shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.

29. E-VERIFY. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security’s E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.09(1), *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

30. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

31. SCRUTINIZED COMPANIES STATEMENT. Contractor certifies it: (i) is not in violation of Section 287.135, *Florida Statutes*; (ii) is not on the Scrutinized Companies with Activities in Sudan List; (iii) is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; (iv) does not have business operations in Cuba or Syria; (v) is not on the Scrutinized Companies that Boycott Israel List; and (vi) is not participating in a boycott of Israel. If the Contractor is found to have submitted a false statement with regards to the prior sentence, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, has engaged in business operations in Cuba or Syria, and/or has engaged in a boycott of Israel, the District may immediately terminate the Contract.

[CONTINUED ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

ATTEST:

**BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

VERDEGO, LLC

By: _____

By: _____

Its: _____

Exhibit A: Proposal for Landscape and Irrigation Maintenance
Exhibit B: Scope of Services

EXHIBIT A



Proposal for Landscape Maintenance
Bartram Springs CDD

Presenters: Billy Genovese
Date: 01.18.2024

PROPOSAL FORM
FOR
LANDSCAPE AND IRRIGATION MAINTENANCE OPERATIONS
FOR
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

TO BE SUBMITTED TO:

BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT
c/o Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, Florida 32092

on or before 10:00 a.m. EST, January 4, 2023

TO: Bartram Springs Community Development District

FROM: VerdeGo LLC
(Contractor)

In accordance with the Request for Proposals for Landscape and Irrigation Maintenance for Bartram Springs Community Development District, the undersigned proposes to conduct all Work necessary to provide complete Maintenance Operations as described in the Detailed Specifications and Maintenance Map.

All Proposals shall be in accordance with the project manual.

To: Bartram Springs Community Development District

Ladies and Gentlemen:

The undersigned, as Proposer, hereby declares (1) that the only person or persons interested in the Proposal, as principal or principals is or are names herein and that no other person than herein mentioned has any interest in the Proposal of the Contract to which the Work pertains, (2) that this Proposal is made without connection or arrangement with any other person, company, or parties making a Proposal and (3) that the Proposal is in all respects fair and made in good faith without collusion or fraud.

The Proposer further declares that he has examined the site of the Work; that he has made sufficient investigations to fully satisfy himself that such site is a correct and suitable one for this Work; and he assumes full responsibility therefore; that he has examined the Specifications for the Work and from his own experience or from professional advice that the Specifications are sufficient for the Work to be done and he has examined the other Contract Documents relating thereto, including the Notice to Contractors, Instructions to Proposer, Proposal, Agreement, General Conditions, Detailed Specifications and Maintenance Map and he has read all addenda prior to the opening of Proposals, and that he has satisfied himself fully, relative to all matters and conditions with respect to the Work to which this Proposal pertains.

The Proposer proposes and agrees, if this Proposal is accepted, to contract with the Owner in the form of contract specified, to furnish all necessary materials, all equipment, all necessary machinery, tools, apparatus, means of transportation, and labor necessary to complete the Work specified in the Proposal and the Agreement, and called for by the Detailed Specifications and Maintenance Map and in the manner specified.

Note: The proposal summary contained herein is merely illustrative of the minimum amount/quantity of Work to be performed under the Contract, in the case of any conflict between this schedule of Proposal items and the Contract Specifications, the Contract Specifications will prevail.

PER CONTRACT DOCUMENTS:

1. Certificate of insurance is enclosed with Proposal.
2. Proposal is for a one year term, with the option for four annual renewals thereafter.
3. Proposer certifies he has made a complete inspection of the site of the proposed work and fully understands and complies with the Instructions to Proposer.
4. The District reserves the right to add and delete individual items from the final Contract award and during the Contract term.
5. This Proposal covers all maintenance Work detailed in the general conditions, detailed specifications and Maintenance Map.

4881-7433-3076.1

6. Proposal amount is \$ 195,925.00 for year one.
Written amount: One Hundred Ninety-Five Thousand Nine Hundred Twenty-Five Dollars

Renewal price is \$ 203,762.00 for year two.
Written amount: Two Hundred Three Thousand Seven Hundred Sixty-Two Dollars

Renewal price is \$ 209,875.00 for year three.
Written amount: Two Hundred Nine Thousand Eight Hundred Seventy-Five Dollars

Renewal price is \$ 216,175.00 for year four.
Written amount: Two Hundred Sixteen Thousand One Hundred Seventy-Five Dollars

Renewal price is \$ 222,660.00 for year five.
Written amount: Two Hundred Twenty-Two Thousand Six Hundred Sixty Dollars

Proposer: VerdeGo LLC

SIGNATURE: 

TITLE: President

ADDRESS: 3335 N. State Street
Bunnell, FL 32110

SIGNATURE: Alan Hall

TITLE: Vice President

ADDRESS: 3335 N. State Street
Bunnell, FL 32110

SIGNATURE: 

TITLE: Dir. of Business Development

ADDRESS: 3335 N. State Street
Bunnell, FL 32110

This form must be submitted with written proposal

**BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

UNIT PRICES

Please provide the following unit prices for the following items. Each unit price shall include all costs for complete, installed work including materials, labor, overhead and profit. All materials shall be Florida No. 1 or better.

SOD/SEED/MULCH:

Sodded Bermuda 419 Lawn, SF Per Pallet	\$ <u>695.00</u>
Sodded St. Augustine 'Floritam' Per Pallet	\$ <u>635.00</u>
Sodded Bahia Lawn, SF Per Pallet	\$ <u>475.00</u>
3" Deep Pine straw, SF Per Bale	\$ <u>8.00</u>
3" Deep Shredded Hardwood Mulch, SF Per Cubic Yard	\$ <u>60.00</u>

SHRUBS:

Daylily- 1 gal.	\$ <u>11.00</u>
Lantana – 1 gal.	\$ <u>11.50</u>
Parsons Juniper – 3 gal.	\$ <u>22.00</u>
Agapanthus – 3 gal.	\$ <u>31.00</u>
Loropetalum – 3 gal.	\$ <u>22.00</u>
Walters Viburnum – 3 gal.	\$ <u>26.50</u>
Muhly Grass – 3 gal.	\$ <u>22.00</u>

ANNUALS:

Annuals in 4" pots each	\$ <u>2.25 Installed</u>
-------------------------	--------------------------

TREES (CONTAINER):

Crape Myrtle – 30 gal.	\$ <u>530.00</u>
Live Oak – 45 gal.	\$ <u>985.00</u>
Live Oak – 100 gal.	\$ <u>1,450.00</u>
Southern Magnolia – 30 gal.	\$ <u>450.00</u>
Red Cedar- 30 gal.	\$ <u>485.00</u>

4881-7433-3076.1

**BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES/UNIT PRICES
(PLEASE PROVIDE ACCURATE PRICING)**

COST FOR ADDITIONAL MOWING

Lump Sum, Area #1	\$ <u>40.00</u>
Lump Sum Bahia, Area #2	\$ <u>60.00</u>
Lump Sum Bahia, Area #3	\$ <u>40.00</u>

COST FOR ONE TIME ADDITIONAL POND MOWING

Lump Sum Bahia on Pond # 2	\$ <u>40.00</u>
Lump Sum Bahia on Pond # 4	\$ <u>60.00</u>
Lump Sum Bahia on Pond # 5	\$ <u>40.00</u>
Lump Sum Bahia on Pond # 6	\$ <u>40.00</u>
Lump Sum Bahia on Pond # 7	\$ <u>60.00</u>
Lump Sum Bahia on Pond # 10	\$ <u>60.00</u>
Lump Sum Bahia on Pond # 14	\$ <u>80.00</u>
Lump Sum Bahia on Pond # 16	\$ <u>80.00</u>
Lump Sum Bahia on Pond # 17	\$ <u>60.00</u>
Lump Sum Bahia on Pond # 20	\$ <u>40.00</u>
Lump Sum Bahia on Pond # 21	\$ <u>60.00</u>
Lump Sum Bahia on Pond # 22	\$ <u>40.00</u>
Lump Sum Bahia on Pond # 25	\$ <u>30.00</u>
Lump Sum Bahia on Pond #26	\$ <u>60.00</u>

COST FOR ONE TIME DRAINAGE EASEMENT ROUGH MOWING (RED AREAS ON MAP)

Lump Sum Drainage Easement # D 1	\$ <u>40.00</u>
Lump Sum Drainage Easement # D 2	\$ <u>40.00</u>
Lump Sum Drainage Easement # D 3	\$ <u>40.00</u>
Lump Sum Drainage Easement # D 4	\$ <u>40.00</u>

COST FOR BERMUDA TURF AERIFICATION

Aerification for both Bermuda Sports Fields	\$ <u>1,500.00</u>
---	--------------------

4881-7433-3076.1

COST TO OVERSEED BERMUDA SPORTS FIELDS

Overseeding for both Bermuda Sports Fields at a rate of 8 pounds of Rye Seed per 1000sqft \$ 6,500.00

Refer to Detailed Specifications on Mulch removal.

MULCH REMOVAL Cost
Amenity Facility
Pool area and building \$ 2,400.00
Parking lot \$ 1,920.00

Entry
Entry thru Everest curb cut including median \$ 4,200.00

Center Medians
Everest to School Curb Cut \$ 3,800.00
School to Ginnie Springs Rd. \$ 2,400.00
Ginnie Springs Rd. to Charry Lake Dr. \$ 1,250.00

PALM SERVICES (PER LANDSCAPE SPECS)

Lump Sum Prune (Total Palms) \$ 4,390.00

Lump Sum Fungicide/Insecticide/Fertilize (Total Palms) \$ 3,380.00 per application

Please provide unit prices for routine maintenance repair and replacement of the following items. Each unit price shall include costs for complete, installed work including materials, labor, overhead and profit.

CONTROLLER:

*These are discontinued
Rain Bird ESTP-32MC \$ _____ *Average cost of controller replacement is \$1,000.00 - 1,700.00 depending on zone size, 2 wire system or conventional.
Rain Bird ESP-24 \$ _____

VALVE:

Rain Bird PGA/50 \$ 165.00

Heads: Rainbird or Hunter

Rotor \$ 25.00
Pop up 6" \$ 13.00
Pop up 12" \$ 19.00

WIRE:

14-1 Red Ft. \$.25
14-1 White Ft. \$.60
Wire Splice 3MDBR EA \$ 8.00

PIPE:

3" PR - 160, LF \$ 8.25
2-1/2" PR - 160, LF \$ 7.15
2" PR - 160, LF \$ 6.35

1-1/2" PR - 160, LF	\$ 5.15
1-1/4" PR - 160, LF	\$ 5.05
1" CL - 200, LF	\$ 1.75
3/4" CL - 200, LF	\$ 1.35
1/2" PR - 315, LF	\$ 1.35

MISCELLANEOUS:

1/2" Flex PVC	\$ 2.00
3/4" Flex PVC	\$ 3.00

SLIP-FIX REPAIR COUPLING:

3", EA	\$ 125.00
2-1/2", EA	\$ 90.00
2", EA	\$ 80.00
1-1/2", EA	\$ 60.00
1-1/4", EA	\$ 57.00
1", EA	\$ 45.00
3/4", EA	\$ 40.00
1/2", EA	\$ 35.00

PLEASE PROVIDE HOURLY RATES FOR THE FOLLOWING ITEMS:

A. Mowers	\$ 65.00	Acre
B. Bush-Hog	\$ 165.00	Hour
C. Tractor	\$ 175.00	Hour
D. Supervisor with Transportation	\$ 60.00	Hour
E. Laborer with hand equipment	\$ 45.00	Hour
F. Truck	\$ 100.00	Hour
G. Irrigation Tech labor rate	\$ 65.00	Hour

EXHIBIT B

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.

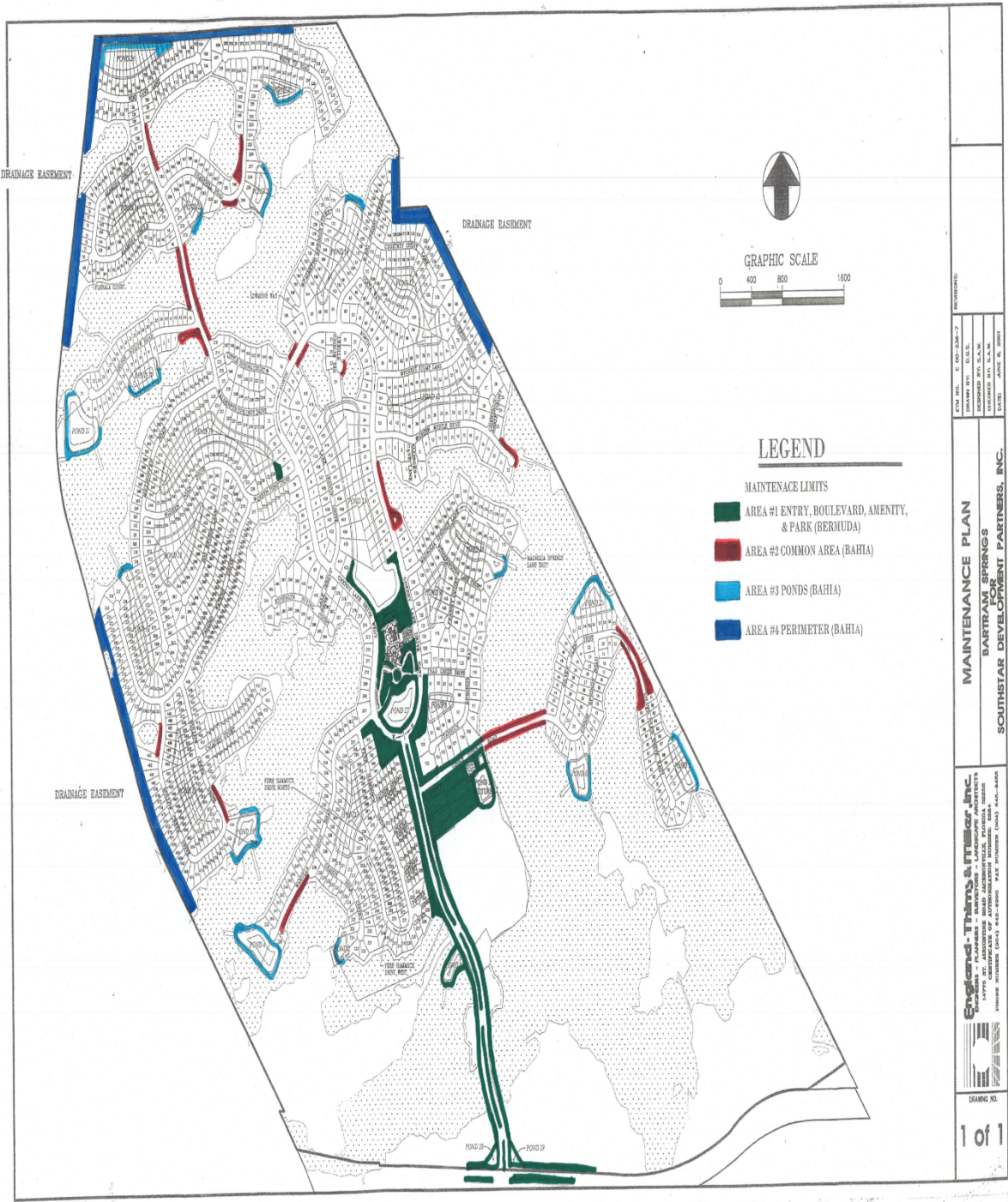
PART 6
ADDITIONAL REQUIREMENTS

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.



LEGEND

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

PROJECT NO. E-00-200-02
 DRAWN BY: D.O.L.
 CHECKED BY: S.A.B.
 DATE: JUNE 8, 2001
MAINTENANCE PLAN
BARTRAM SPRINGS
SOUTHSTAR DEVELOPMENT PARTNERS, INC.
Engel - Thomas & Fisher, Inc.
 14775 ST. JACQUES ROAD JACKSONVILLE, FLORIDA 32218
 PHONE NUMBER (904) 648-8800 FAX NUMBER (904) 648-8848
 DRAWING NO. **1 of 1**

EIGHTH ORDER OF BUSINESS

A.

**NON-EXCLUSIVE LICENSE AGREEMENT BY AND BETWEEN THE BARTRAM
SPRINGS COMMUNITY DEVELOPMENT DISTRICT AND CHAMPION SWIM
SCHOOL, LLC, REGARDING THE USE OF THE DISTRICT’S AMENITY
FACILITIES**

THIS LICENSE AGREEMENT (“Agreement”) is made and entered into this 22nd day of February, 2024, by and between:

BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Duval County, Florida, and with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “**District**”), and

CHAMPION SWIM SCHOOL, LLC, a Florida limited liability company, with a mailing address of 14701 Bartram Park Blvd 1317, Jacksonville, Florida 32258 (the “**Licensee**”).

RECITALS

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

WHEREAS, the District owns, operates, and/or maintains various recreation facilities, including, but not limited to an Activity Center, within the boundaries of the District (the “**Amenity Facilities**”); and

WHEREAS, Licensee currently provides swim instruction and has asked the Board of Supervisors of the District for permission to provide swim lessons at the Amenity Facilities, as further described in **Exhibit A** (the “**Services**”); and

WHEREAS, the District is willing to grant a non-exclusive, revocable license allowing the Licensee to enter a specific portion of the Amenity Facilities for the purposes of providing the Services, provided that such use does not impede the District’s operation of the Amenity Facilities as a public improvement; and

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

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

2. LICENSE. The District hereby grants and conveys to the Licensee a non-exclusive license to enter a specific portion of the Amenity Facilities for the purposes of providing the Services (the “**License**”). Licensee agrees it shall provide Services to the District’s Patrons only. “Patrons” for purposes of this Agreement shall have that meaning as defined in the District’s “Policies Regarding District Amenity Facilities,” as amended and revised from time to time. At

the District's request, Licensee shall provide a list of the Patrons who utilize Licensee's Services to the District Manager, as such list may change from time to time. This list must contain member names and addresses for verification of Member status.

3. HOURS AND AREA. Licensee shall coordinate Services directly with the District Manager or his/her on-site management designee. Licensee shall schedule all Services in advance pursuant to the means and methods set forth by the District Manager and his/her on-site management designee, who shall have final and absolute discretion with respect to matters related to scheduling and designation of area of Amenity Facilities where such Services may be provided. Unless otherwise revised as set forth in this section, the schedule for Services shall be as set forth on **Exhibit A**.

4. USE OF AREA. Licensee shall not have exclusive use of the Amenity Facilities, but shall have exclusive use of the designated portion or area of the Amenity Facilities for operation of the Services during the hours approved by District Manager. However, Licensee's use shall not interfere with the operation of the Amenity Facilities as a public improvement and the Licensee hereby agrees that in the event District-owned real property is assessed real property taxes by virtue of this License, Licensee hereby agrees to pay any all such taxes. The Licensee agrees that all use of the Amenity Facilities shall be subject to the rules and policies of the District and the District shall have the right to take such actions as are necessary to preserve the health, safety, and welfare of its residents, landowners, lands, and facilities.

5. CAPACITY OF POOL. Licensee shall determine the size of each swim class and the appropriate ratio of swim students to instructors, provided, however, that Licensee shall provide the expected number of swim students to the Amenities Manager and cooperate in good faith with the Amenities Manager to ensure that pool capacity is not exceeded. Amenities Manager shall make a good faith effort to minimize disruption to Licensee's scheduled activities, and the pool attendants, if any, agree to assist in keeping the designated area clear of other patrons so as not to disrupt the scheduled activities of the Licensee.

6. TERM. This Agreement shall commence upon the date and time first written above, and shall continue in effect until terminated by either party hereto.

7. PROFESSIONAL JUDGMENT. Licensee represents that it is qualified to provide the Services and to provide certified, trained and qualified instructors. Licensee shall maintain all required licenses in effect and shall at all times exercise sound professional judgment in provision of the Services, including taking precautions for the safety of its students and employees. All minors taking part in the Services offered shall only be with the consent of a parent or guardian. The District shall in no way be responsible for the safety of any student while taking part in the Services. Any and all waivers signed by Licensee's users shall acknowledge the fact that the District is not responsible. Licensee shall remain an active Florida business in good standing during the term of this License. Failure to do so shall allow the District to immediately terminate the License.

8. CARE OF PROPERTY. The Licensee agrees to use all due care to protect the property of the District, its residents, and landowners from damage, and to require any participants

in the Services to do the same. The Licensee agrees that it shall assume responsibility for any and all damage to the District's Amenity Facilities or lands as a result of the Licensee's use under this Agreement and other damage, other than ordinary wear and tear, which may be attributable to an act or omission by the Licensee or its agent. In the event that any damage to the District's Amenity Facilities or lands occurs, the District shall notify the Licensee of such damage. The Licensee agrees that the District may make whatever arrangements the District, in its sole discretion, deems necessary to promptly make any such repairs as are necessary to preserve the health, safety, and welfare of the District's lands, facilities, residents and landowners. The Licensee agrees to reimburse the District for any such repairs within thirty (30) days of receipt of an invoice from the District reflecting the cost of the repairs made under this Paragraph.

9. REVOCATION. The District shall have the right to revoke the License at any time upon notice to the Licensee due to the Licensee's failure to perform in accordance with the terms of this Agreement or for any other reason.

10. ENFORCEMENT. A default by either party under this Agreement shall entitle the other party to all remedies available at law or in equity, which includes, but is not limited to, the rights of damages, injunctive relief, and specific performance.

11. INSURANCE AND INDEMNITY. Licensee shall acquire and maintain general commercial liability insurance coverage acceptable to the District in an amount not less than \$1,000,000 per occurrence, which shall include all claims and losses that may relate in any manner whatsoever to use of the License by Licensee, its employees, agents, students, guests or invitees. The District shall be a named insured on such policy. Licensee shall provide continuous proof of such insurance coverage to the District.

A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

B. Licensee will indemnify, save, and hold the District harmless and shall defend the District from all loss, damage, or injury, including all judgments, liens, liabilities, debts, and obligations resulting directly from the negligent or intentional acts or omissions of Licensee's officers, directors, agents, assigns, or employees, which cause harm to persons or property, specifically including but not limited to all acts or omissions of Licensee's officers, directors, agents, assigns, or employees. Licensee agrees that nothing in this Agreement shall serve as or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute or law.

12. RECOVERY OF COSTS AND FEES. In the event either party to this Agreement is required to enforce this Agreement by court proceedings or otherwise, the prevailing party shall be entitled to recover from the other party all fees and costs incurred, including reasonable attorneys' fees and costs.

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

14. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties to the Agreement.

15. ASSIGNMENT. Neither the District nor the Licensee may assign their rights, duties or obligations under this Agreement without the prior written approval of the other. Any purported assignment without said written authorization shall be void.

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

17. NOTICES. All notices, requests, consents, and other communications hereunder (“Notices”) shall be in writing and shall be delivered, mailed by Federal Express or First Class Mail, postage prepaid, to the parties as follows:

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

With a copy to: Kutak Rock LLP
Post Office Box 10230
Tallahassee, Florida 32302
Attn: Wesley S. Haber

B. If to the Licensee: Champion Swim School, LLC
14701 Bartram Park Blvd 1317
Jacksonville, Florida 32258
Attn: Pamela Villa

Correction-Pam Villa POB 600906 Mandarin, FL 32260

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

18. SEVERABILITY. Should any provision of this Agreement be held invalid or unenforceable for any reason, the remaining provisions shall remain valid and enforceable.

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

Attest:

**BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT**

DocuSigned by:
Jim Oliver
D1BA5E5E7410418...
Secretary

DocuSigned by:
Andrew Walden
6572483B0E2F449...
Chairperson, Board of Supervisors

Witnesses:

CHAMPION SWIM SCHOOL, LLC

Signature

By: *Pamela M. Villa*

Print Name of Witness

Its: *March 05, 2024*

Signature

Print Name of Witness

Exhibit A: Services

**Exhibit A:
Services**



PROPOSAL SUMMARY: Champion Swim School Summer 2024 Agreement

Date: February 12, 2024

BACKGROUND: Vesta has been in partnership with Champion Swim School since the summer of 2021. In coming out of COVID, Bartram Springs (as well as many other properties) who had previously been

able to provide in-house instructors for swim lessons found staffing extremely challenging post-pandemic. In discovering Champion Swim, we were able to provide high quality instruction, flexible schedules and a proprietary curriculum to residents at a good price. At Bartram Springs, Champion was able to completely replicate the schedules of the 2019 swim season and has continued to do so each year since.

PARTNERSHIP SCOPE:

Pam Villa attended the fall Board Workshop where partnership with Champion was one of the items discussed. Pam submitted a proposed schedule in January based on feedback received from that meeting, including the following changes:

- ✓ Class offerings reduced from Morning and Evening options (8 hours of classes) to 4 hours per day, ideally from 9:30AM – 1:30PM. (Pam mentioned classes being from 9AM – 1PM, however it is difficult for staff to have a program that starts at 9AM as participants begin arriving by 8:45 when they are not present at the window due to opening the facility. She understands and is supportive of classes being from 9:30 – 1:30 instead).
- ✓ Eliminating Sunday lessons completely.
- ✓ Continuing to utilize a portion of one "bubble" of the rec pool on weekdays, as the Bartram Barracudas utilize the lap pool. However, lessons can be moved to one lane of the lap pool on Saturdays if desired.
- ✓ Class registration will be open to residents of Bartram Springs only if desired.
- ✓ 10% of gross revenue will be paid directly to the District.

STAFF RECOMMENDATION/ANALYSIS:

This has been a very successful partnership over the last 3 summers and residents who participate in Swim Lessons are vocal about the high-quality instruction their swimmers receive. Personally, I have always found this company easy to work with, their payments are always on time, and their staff are courteous both to employees and other residents. I would recommend continuing the partnership.

CHAMPION SWIM SCHOOL & BARTRAM SPRINGS

CHAMPION MISSION

- There is no better cause to champion than water safety. Our motto is "We CHAMPION Your Child" because that is our focus during every swim lesson. Our staff strives to understand each child individually and motivate them accordingly, while equipping them with swim skills, to achieve independence in the water.

CHAMPION LEADERSHIP

- As Owners and Operators, Pam Villa and Jessica Rice are very involved in the day to day workings of Champion Swim Lessons. One of us is onsite at your pool at least 2 days per week. We are open to communicating with pool staff and program participants at all times. We take great pride in our work and want the best experience for all.
- We have experienced supervisors that are onsite often, with a goal of ensuring that the program is being facilitated with excellence. They talk to parents to help with questions. They monitor students to be aware of any issues. And they evaluate instructors to help maintain program consistency. All supervisors have taught for 1 year at Champion.
- Our instructors are hired for their strong teaching skills with an emphasis on quality character, patience and work ethics. All instructors have completed 20 hours of in-water training with children.
- All Champion employees are certified Lifeguards which includes CPR and First Aid training.

RENT

- We pay 10% of our gross revenue from Bartram Springs enrollments
- Rent is paid on the 5th of every month for the previous month
- Checks are mailed out directly from the bank and can take 10 business days

MARKETING

- We ask that each pool takes care of the following marketing if allowed:
 - Our ad in the monthly e-newsletter
 - Our ad in a separate e-blast either once a month or in March and April
 - Post our flier in the community bulletin board
 - Keep our rack cards in the office to give to interested families
 - Post our yard sign at the amenity center
- Our staff will be advertising for Bartram Springs swim lessons via:
 - Emailing our current database which includes past Bartram Springs families
 - Paid advertising on local parenting resource websites
 - Posting fliers and rack cards in businesses around the community
 - We advertise "residents only" on our website and in emails when needed

2024 PROPOSED SWIM LESSON SCHEDULE

MAY & AUGUST & SEPTEMBER

- Tuesday, Wednesday, Thursday, Friday = Afternoons
 - Classes start at 3:00pm and end at 7:00pm
- Saturday = Morning
 - Classes start at 9:00am and end at 1:00pm

JUNE & JULY

- Tuesday, Wednesday, Thursday, Friday, Saturday = Mornings
 - Classes start at 9:00am and end at 1:00pm

CHANGES FROM 2023

- No longer offering swim lessons 8 hours per day on weekdays, now we are keeping it to 4 hours per day
- No longer teaching on Sundays
- We are asking to teach at 9:00am rather than starting at 9:30am
 - Benefit for Champion is the staff get a whole 4 hour shift
 - In 2023 we were asked to start at 9:30am to allow pool staff time to set up.
 - We want to know if we need to start at 9:30am again this year, and if so, could we teach through 1:30pm?

OUR TIMELINE

- January 1st 2024
 - We open registration once pools have confirmed schedules with us
 - We are flexible and can open registration at a later date, anytime the schedule is confirmed
- May 1st 2024
 - Lessons start
- May 25th 2024
 - Closed for Memorial Day, Saturday
- July 4th 2024
 - Closed for Independence Day, Thursday
- August 31st 2024
 - Closed for Labor Day, Saturday
- September 28th 2024
 - Last day of the season, Saturday

B.

**AGREEMENT BY AND BETWEEN THE
BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
AND BARTRAM BARRACUDAS SWIM TEAM, REGARDING THE USE
OF THE DISTRICT’S COMPETITION POOL**

THIS AGREEMENT (“Agreement”) is made and entered into this ____ day of _____, 2024, by and between:

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

Bartram Barracudas Swim Team, a non-profit swim club, with a mailing address of 6256 Courtney Crest Lane, Jacksonville, Florida 32258 (the “Licensee”).

RECITALS

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

WHEREAS, the District owns and maintains as public improvements a recreation facility (“Amenity Facility”) which includes a Competition Pool; and

WHEREAS, Licensee currently operates a swim team which includes use of the Competition Pool (“Swim Team”); and

WHEREAS, the District and the Licensee warrant and agree that they have all right, power, and authority to enter into and be bound by this License Agreement.

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

1. INCORPORATION OF RECITALS. The Recitals stated above are true and correct and are incorporated herein as a material part of this License Agreement.

2. GRANT OF LICENSE. The District hereby grants to the Licensee a license to use the Competition Pool for Swim Team practices, in accordance with the schedule attached hereto as **Exhibit A** and incorporated herein by reference (“License”). In consideration of said use of the Competition Pool, Licensee agrees to the following conditions:

A. Licensee’s access is limited to the Competition Pool, the adjacent pool deck, the Amenity Facility restrooms, Amenity Facility ice machine, and the

parking lot serving the Amenity Facility. No other use of, or access to, the Amenity Facility is permitted. Licensee does not have the right to access or use other parts of the District's swimming pool.

B. Licensee's access to the Competition Pool is limited to Swim Team practices, events and swimming competitions ("Swim Meets") as set forth in **Exhibit A**; provided, however, that Licensee must schedule and compensate two licensed lifeguards to be on duty at all times during Swim Meets.

C. The parties acknowledge that weather conditions will affect the use of the Competition Pool at any given time. The District shall have the right to temporarily close the Competition Pool on any given day due to inclement weather, including but not limited to, rain, lightning, hail, and strong winds. Licensee shall abide by the decision of the District as to the closure of the Competition Pool.

D. Licensee shall be responsible for the safety of its employees, swim team members, guest, invitees, agents or students at all times that Licensee is exercising its rights under this Agreement.

E. Only Swim Team participants and coaches using the pool for practice are permitted to enter the Competition Pool, except in case of emergency. Family members and/or guests of Licensee may not use the Competition Pool in conjunction with this License.

F. Licensee's use of the Competition Pool shall be contemporaneous with the use of the Amenity Facility by Patrons (as that term is defined in the Policies Regarding District Amenity Facilities), and Licensee's use shall not interfere with the operation of the Amenity Facility as a public improvement.

G. One outside swim lane shall be kept open at all times during Swim Team practice to allow Patrons to use the Competition Pool. For the 2024 swim season, Licensee may use only four (4) swim lanes of the Competition Pool unless otherwise authorized by District.

H. Licensee's use of the Competition Pool shall be subject to the policies and regulations of the District, including any existing or future policies or plans developed in response to the COVID-19 public health emergency.

I. The parties acknowledge that the District shall have the right to temporarily or permanently close the Competition Pool, or make any other modifications to the operation of the Competition Pool at any time due to public health concerns or as directed by Executive Order, or state or federal regulations, directives or guidance.

J. At the end of the swim season, on or about [REDACTED], 2024, Licensee shall contribute Five Dollars (\$5.00) per swimmer to the District to offset additional expenses incurred by the District associated with the Swim Team's use of the Competition Pool and associated facilities.

K. One or more members of The District's amenity staff, in the District's sole discretion, shall be available to assist with the opening of the Amenity Facility on meets days.

L. Licensee shall provide an adult representative at all swim meets for the duration of the meet to serve as a parking attendant to ensure compliance with the District's rules governing parking.

3. WAIVER AND RELEASE. Each participant, and in the case of a participant under 18 years of age, each participant's parent or legal guardian, in any event or activity of the Swim Team shall execute a waiver and release in the form attached hereto as **Exhibit B**.

4. SWIM TEAM PARTICIPATION AND CAP. The parties acknowledge that the Swim Team provides recreational opportunities for the children residing within the District which is the basis for permission to use the Competition Pool. While nothing prohibits a non-resident from being a member of the Swim Team, registration on the Swim Team shall be closed to non-residents of the District once the Swim Team has one hundred (100) participants, but shall continue to be open to District residents.

5. TERM. The term of the License shall be from [REDACTED], 2024 through [REDACTED], 2024, unless terminated or revoked pursuant to Paragraph 6, below. The parties may renew the License for up to three (3) additional swim seasons in 2025, 2026 and 2027, at terms and conditions agreed to by the parties.

6. SUSPENSION, REVOCATION AND TERMINATION. The District and the Licensee acknowledge and agree that the license granted herein is a mere privilege and may be immediately suspended or revoked, with or without cause, at the sole discretion of the District. In the event the District exercises its right to suspend or revoke the license, the District shall provide Licensee written notice of the suspension or revocation, which shall be effective immediately upon receipt by Licensee of the notice. Licensee may terminate this License Agreement upon written notice to the District. Licensee shall have no claim whatsoever against the District for monetary damages, specific performance, or any other type of relief as a result of the District suspending or revoking the License.

7. PROFESSIONAL JUDGMENT. Licensee represents that it is qualified to operate a swim team and to provide certified, trained and qualified coaches. Licensee further represents that its coaches are certified as provided in s. 514.071, Florida Statutes. Licensee shall maintain all required licenses and certifications in effect and shall at all times exercise sound professional judgment, including taking precautions for the safety of its participants and employees. All minors participating in the Swim Team shall only be with the written consent of a parent or

guardian. The District shall in no way be responsible for the safety of any of Licensee's employees, swim team members, guest, invitees, agents or students. Any and all waivers signed by Licensee's swimmers shall acknowledge the fact that the District is not responsible for the safety of Licensee's employees, swim team members, guest, invitees, agents or students and waive all claims, demands, losses, damages, liabilities, and expenses, and all suits, actions and judicial decrees arising from personal injury, death, or property damage resulting in any manner whatsoever from use of the License by Licensee. Licensee shall remain an active Florida corporation in good standing during the term of this License.

8. CAPACITY OF POOL. Licensee shall determine the size of each individual swim team and the appropriate ratio of its participants to coaches, provided, however, that Licensee shall provide the expected number of swim team participants to the District's amenity manager ("Manager") and cooperate in good faith with the Manager to ensure that pool capacity is not exceeded, as may be modified at the Manager's discretion in response to the COVID-19 public health emergency.

9. INSURANCE AND INDEMNITY. Licensee shall acquire and maintain general commercial liability insurance coverage acceptable to the District in an amount not less than \$1,000,000 per occurrence, which shall include all claims and losses that may relate in any manner whatsoever to use of the License by Licensee, its employees, swim team members, agents, students, guests or invitees. The District and its supervisors, staff and agents shall be named as additional insureds on such policy. Licensee shall provide continuous proof of such insurance coverage to the District. Licensee hereby agrees to defend, indemnify and hold the District harmless from and against any and all claims, demands, losses, damages, liabilities, and expenses, and all suits, actions and judicial decrees (including, without limitation, costs and reasonable attorneys' fees for the District's legal counsel of choice, whether at trial or on appeal), arising from personal injury, death, or property damage resulting in any manner whatsoever from use of the License by Licensee, its employees, swim team members, agents, participants, guests or invitees. Nothing herein shall be construed as a waiver of the District's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes or other statute. The provisions of this Paragraph 9 shall survive suspension or revocation of the License or termination of this License Agreement.

10. NOTICES. Any notice, request, demand or other communication ("Notice") given by either party to the other shall be deemed to have been properly sent or given when delivered by hand or when sent by certified mail, return receipt requested, by facsimile transmission or by overnight courier or delivery service. Counsel for each party may accept or deliver Notice on behalf of their respective clients. Upon execution of this License, the parties shall exchange addresses, phone and fax numbers where Notices may be provided. Any changes to this information shall promptly be provided to the other party.

11. CARE OF PROPERTY. Licensee agrees to use all due care to protect the property of the District, its Patrons and guests from damage. Licensee shall assume responsibility for any and all damage to any real or personal property of the District or any third parties as a result of

the Licensee's use of the Competition Pool under this License Agreement. Licensee shall repair any damage resulting from its operations under this License Agreement within twenty-four (24) hours. Any such repairs shall be at Licensee's sole expense, unless otherwise agreed, in writing, by the District.

12. CONTROLLING LAW; VENUE; REMEDIES. This License Agreement and the provisions contained herein shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Duval County, Florida. The parties further agree that in addition to any other remedies or damages available, injunctive relief may also be appropriate to enforce the terms of the License.

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

14. NON TRANSFER. The License shall be for the sole use by Licensee and shall not be assigned or transferred without the prior written consent of the District in its sole discretion. A transfer or assignment of all or any part of the License shall cause the License to become voidable, in the sole discretion of the District.

15. ENTIRE AGREEMENT. This is the entire Agreement of the parties and may not be amended except in writing signed by both parties.

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

Attest:

**BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT**

Secretary

Chair/Vice Chair, Board of Supervisors

Witness:

BARTRAM BARRACUDAS SWIM TEAM

Signature

By: _____
Its: _____

Print Name of Witness

Exhibit A: Schedule of Swim Team Practices

Exhibit B: Waiver and Release

Exhibit A
Swim Practice Schedule

Swim Team practices shall take place on Tuesdays, Wednesdays, Thursdays and Fridays from 7:30 a.m. to 11:00 a.m., starting on June 16, 2020, and concluding on July 24, 2020,

**Exhibit B
Waiver and Release**

I, _____, on behalf of myself, my personal representatives, my minor children and my heirs hereby voluntarily agree to indemnify, defend, release, hold harmless, and forever discharge the Aberdeen Community Development District (the "District"), and its present, former, and future supervisors, staff, officers, employees, representatives, agents and contractors from any and all liability, claims, lawsuits, actions, suits or demands, whether known or unknown, in law or equity, for any and all loss, injury, damage, theft, real or personal property damage, expenses (including attorney's fees, costs and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings), and harm of any kind or nature arising out of, or in connection with, my children's and my guests' use of the facilities and lands owned by the District in connection with the Bartram Barracudas Swim Team, including any and all on-site or off-site activities related to the Bartram Barracudas Swim Team, and any transportation to and from such activities. I expressly acknowledge that I assume all risk for any and all injuries and illness that may result from my, my children's and my guests' participation in any and all of these activities, including but not limited to any injuries sustained by me, my children and my guests. Without limiting the foregoing, I hereby acknowledge and agree that the District will not in any way supervise or oversee the activities occurring on the District's property in connection with the Bartram Barracudas Swim Team. This Waiver and Release is binding upon me, my children, my guests, my heirs, executors, legal representatives, and successors. The provisions of this Waiver and Release will continue in full force and effect even after the conclusion of my use of the District's property. The provisions of this waiver of liability may be waived, altered or amended or repealed, in whole or in part, only upon the prior written consent of the District.

I understand that this document is intended to be as broad and inclusive as permitted by the laws of the State of Florida. I further understand that nothing in this waiver and release shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes or other statute or law. I agree that if any portion of this waiver and release is deemed invalid, that the remainder will remain in full force and effect.

I CERTIFY THAT I HAVE READ THIS DOCUMENT, AND I FULLY UNDERSTAND ITS CONTENT AND FURTHER UNDERSTAND THAT BY SIGNING THIS DOCUMENT THAT I AM WAIVING CERTAIN LEGAL RIGHTS AND REMEDIES. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND I SIGN IT OF MY OWN FREE WILL. I UNDERSTAND THAT BY SIGNING BELOW, SUCH WAIVER AND RELEASE, INCLUDING ALL OF THE TERMS IN THE PRECEDING PARAGRAPHS, SHALL APPLY EACH AND EVERY TIME I, MY CHILD OR MY GUEST UTILIZE THE DISTRICT'S FACILITIES OR LANDS.

Name

Mailing Address

Signature

Telephone Number

Date

C.

**AGREEMENT BETWEEN THE BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT AND MATTHEWS DESIGN GROUP, LLC dba
MATTHEWS | DCCM FOR PROFESSIONAL ENGINEERING SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into this 29th day of January, 2024, by and between:

BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Duval County, Florida, with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”); and

MATTHEWS DESIGN GROUP, LLC dba MATTHEWS | DCCM a Florida limited liability company, with a mailing address of 7 Waldo Street, St. Augustine, Florida 32084 (“Engineer”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, (the "Act"), as amended; and

WHEREAS, the District is authorized to plan, finance, construct, install, acquire and/or maintain improvements, facilities and services in conjunction with the development of the lands within the District; and

WHEREAS, pursuant to Sections 190.033 287.055, *Florida Statutes*, the District solicited statements of qualification from qualified firms to provide professional engineering services on a continuing basis; and

WHEREAS, Engineer submitted a statement of qualification to serve in this capacity; and

WHEREAS, the District's Board of Supervisors ranked Engineer as the most qualified firm to provide professional engineering services for the District on a continuing basis and authorized the negotiation of a contract pursuant to Section 287.055, *Florida Statutes*; and

WHEREAS, the District intends to employ Engineer to perform engineering, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization or work authorizations; and

WHEREAS, the Engineer shall serve as the District's professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of these services.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties and the payments by the District to the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

ARTICLE 1. RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Agreement.

ARTICLE 2. SCOPE OF SERVICES

- A.** The Engineer will provide general engineering services, including:
1. Preparation of any necessary reports and attendance at meetings of the District's Board of Supervisors.
 2. Providing professional engineering services including but not limited to review and execution of documents under the District's Trust Indentures and monitoring of District projects. Performance of any other duties related to the provision of infrastructure and services as requested by the Board, District Manager, or District Counsel.
 3. Any other items requested by the Board of Supervisors.
- B.** Engineer shall, when authorized by the Board, provide general services related to construction of any District projects including, but not limited to:
1. Periodic visits to the site, or full time construction management of District projects, as directed by the District.
 2. Processing of contractor's pay estimates.
 3. Preparation of, and/or assistance with the preparation of, work authorizations, requisitions, change orders and acquisitions for review by the District Manager, District Counsel and the Board.
 4. Final inspection and requested certificates for construction including the final certificate of construction.
 5. Consultation and advice during construction, including performing all roles and actions required of any construction contract between District and any contractor(s) in which Engineer is named as owner's representative or "Engineer."
 6. Any other activity related to construction as authorized by the Board.
- C.** With respect to maintenance of the facilities, Engineer shall render such services as authorized by the Board.

ARTICLE 3. METHOD OF AUTHORIZATION. Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a work authorization which shall include the scope of work, compensation, project schedule, and special provisions or conditions specific to the service or project being authorized ("Work Authorization"). Authorization of services or projects under the contract shall be at the sole option of the District.

ARTICLE 4. COMPENSATION. It is understood and agreed that the payment of compensation for services under this Agreement shall be stipulated in each Work Authorization. One of the following methods will be utilized:

- A.** *Lump Sum Amount* - The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work

accomplished. For any lump-sum or cost-plus-a-fixed-fee professional service contract over the threshold amount provided in Section 287.017, *Florida Statutes*, for CATEGORY FOUR, the District shall require the Engineer to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The price for any lump sum Work Authorization, and any additions thereto, will be adjusted to exclude any significant sums by which the District determines the Work Authorization was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments must be made within one (1) year following the completion of the work contemplated by the lump sum Work Authorization.

B. Hourly Personnel Rates - For services or projects where scope of services is not clearly defined, or recurring services or other projects where the District desires to use the hourly compensation rates outlined in **Schedule A** attached hereto. The District and Engineer may agree to a "not to exceed" amount when utilizing hourly personnel rates for a specific work authorization.

ARTICLE 5. REIMBURSABLE EXPENSES. Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the project for the incidental expenses as listed as follows:

A. Expenses of transportation and living when traveling in connection with a project, for long distance phone calls and telegrams, and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District's travel policy.

B. Expense of reproduction, postage and handling of drawings and specifications.

ARTICLE 6. TERM OF CONTRACT. It is understood and agreed that this Agreement is for engineering services. It is further understood and agreed that the term of this Agreement will be from the time of execution of this Agreement until terminated pursuant to Article 22.

ARTICLE 7. SPECIAL CONSULTANTS. When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

ARTICLE 8. BOOKS AND RECORDS. Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder, or such further time as required under Florida's public records law. The District, or its authorized representative, shall have the right to audit such books and records at all reasonable times upon prior notice to Engineer.

ARTICLE 9. OWNERSHIP OF DOCUMENTS.

A. All rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other tangible work product originally developed by Engineer pursuant to this Agreement (the "Work Product")

shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.

B. The Engineer shall deliver all Work Product to the District upon completion thereof unless it is necessary for Engineer in the District's sole discretion, to retain possession for a longer period of time. Upon early termination of Engineer's services hereunder, Engineer shall deliver all such Work Product whether complete or not. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District's prior express written consent. Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the Project. If said Work Product is used by the District for any purpose other than that purpose which is intended by this Agreement, the District shall indemnify Engineer from any and all claims and liabilities which may result from such re-use, in the event Engineer does not consent to such use.

C. The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with respect to such work. Engineer hereby assigns to the District any and all rights Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise the preparation of such copyrightable or patentable materials or designs.

ARTICLE 10. ACCOUNTING RECORDS. Records of Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times.

ARTICLE 11. INDEPENDENT CONTRACTOR. Engineer and District agree that Engineer is and shall remain at all times an independent contractor and shall not in any way claim or be considered an employee of the District. Engineer shall not have authority to hire persons as employees of the District.

ARTICLE 12. REUSE OF DOCUMENTS. All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer. All documents including drawings, plans and specifications furnished by Engineer to the District are subject to reuse in accordance with Section 287.055(10), *Florida Statutes*.

ARTICLE 13. ESTIMATE OF COST. Since Engineer has no control over the cost of labor, materials or equipment or over a contractor's(s') methods of determining prices, or over competitive bidding or market conditions, his opinions of probable cost provided as a service hereunder are to be made on the basis of his experience and qualifications and represent his best

judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable cost prepared by him. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

ARTICLE 14. INSURANCE. Engineer shall, at its own expense, maintain insurance during the performance of its services under this Agreement, with limits of liability not less than the following:

Workers' Compensation	Statutory
General Liability	
Bodily Injury (including Contractual) Property Damage (including	\$ 1,000,000/\$2,000,000 \$1,000,000/\$2,000,000
Automobile Liability Bodily Injury / Property Damage	Combined Single Limit \$500,000
Professional Liability for Errors and Omissions	\$1,000,000

The District, its officers, supervisors, agents, staff, and representatives shall be named as additional insured parties (except on Professional Liability for Errors and Omissions). The Engineer shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Article. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice of cancellation to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida.

ARTICLE 15. CONTINGENT FEE. Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

ARTICLE 16. AUDIT. Engineer agrees that the District or any of its duly authorized representatives shall, until the expiration of three years after expenditure of funds under this Agreement, have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until an audit is completed and all questions arising therefrom are resolved, or three

years after completion of all work under the Agreement.

ARTICLE 17. INDEMNIFICATION. Engineer shall indemnify, defend, and hold harmless the District, and the District's officers, employees and staff, wholly from liabilities, damages, losses, and costs of any kind, including, but not limited to, reasonable attorneys' fees, which may come against the District and the District's officers, employees, and staff to the extent caused by negligent, reckless, or intentionally wrongful acts or omissions by the Engineer or persons employed or utilized by Engineer in the course of any work done in connection with any of the matters set out in this Agreement. Engineer agrees and covenants that nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to Section 768.28, *Florida Statutes*, or any other statute or law.

ARTICLE 18. COMPLIANCE WITH PUBLIC RECORDS LAWS. Engineer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Engineer agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Engineer acknowledges that the designated public records custodian for the District is **Jim Oliver** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Engineer shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Engineer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Engineer's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Engineer, the Engineer shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO ENGINEER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT PH: (904) 940-5850, JOLIVER@GMSNF.COM OR 475 WEST TOWNPLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

ARTICLE 19. EMPLOYMENT VERIFICATION. Engineer agrees that it shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons it employs in the performance of this Agreement.

ARTICLE 20. CONTROLLING LAW; JURISDICTION AND VENUE. Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida.

Jurisdiction and venue for any proceeding with respect to this Agreement shall be in Duval County, Florida.

ARTICLE 21. ASSIGNMENT. Neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate, pursuant to the terms of this Agreement.

ARTICLE 22. TERMINATION. The District may terminate this Agreement for cause immediately upon notice to Engineer. The District or the Engineer may terminate this Agreement without cause upon thirty (30) days written notice. At such time as the Engineer receives notification of the intent of the District to terminate the contract, the Engineer shall not perform any further services unless directed to do so in writing by the District. In the event of any termination or breach of any kind, the Engineer shall not be entitled to consequential or other damages of any kind (including but not limited to lost profits), but instead the Engineer's sole remedy will be to recover payment for services rendered to the date of the notice of termination, subject to any offsets.

ARTICLE 23. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, transmitted by electronic mail (e-mail) and mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

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

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

B. If to the Contractor: Matthews | DCCM
7 Waldo Street
St. Augustine, Florida 32084
Attn: Alex Acree, PE

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

other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

ARTICLE 24. RECOVERY OF COSTS AND FEES. In the event either party is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorneys' fees.

ARTICLE 25. COMPLIANCE WITH PROFESSIONAL STANDARDS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees or anyone directly or indirectly employed by Engineer, shall maintain the highest standard of care, skill, diligence and professional competency for such work and/or services. Any designs, drawings, reports or specifications prepared or furnished by the Engineer that contain errors, conflicts or omissions will be promptly corrected by Engineer at no cost to the District.

ARTICLE 26. ACCEPTANCE. Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and the Engineer in the spaces provided below.

[Remainder of this page left intentionally blank]

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the day and year first written above.

Attest:

**BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT**

DocuSigned by:

Jim Oliver

D1B45E9E7410418...
Secretary / Assistant Secretary

DocuSigned by:

Andrew Walden

6572483B0E2F449...
Chairperson / Vice Chairperson,
Board of Supervisors

MATTHEWS DESIGN GROUP, LLC

RAL

Witness

Rob A. Matthews III

By: Rob A. Matthews III, PE

Its: President/CEO

Exhibit A: Rate Schedule

Exhibit A

Personnel Classification	Rate Range
PRINCIPAL/SENIOR LEADS	
Principal	\$365.00
VP	\$275.00 - \$300.00
Division Lead	\$260.00 - \$285.00
Program Manager	\$240.00 - \$265.00
SENIOR PROFESSIONAL	
Senior Professional Engineer	\$200.00 - \$270.00
Senior Planner	\$210.00 - \$230.00
Senior Landscape Architect	\$220.00 - \$260.00
Senior Construction Inspector	\$195.00 - \$210.00
PROFESSIONAL	
Professional Engineer	\$230.00 - \$240.00
Project Engineer	\$160.00 - \$190.00
Planner	\$160.00 - \$190.00
Landscape Architect	\$170.00 - \$190.00
Construction Inspector	\$170.00 - \$180.00
DESIGNER	
Senior CAD Designer and Senior Engineering Tech	\$180.00 - \$200.00
Senior Landscape Designer	\$180.00 - \$200.00
CAD Designer and Engineering Tech	\$130.00 - \$170.00

SUPPORT STAFF	
Controller	\$150.00 - \$200.00
Graphic Designer	\$100.00 - \$140.00
Senior Graphic Designer	\$140.00 - \$180.00
Project Administrator and Project Coordinator	\$95.00 - \$120.00
ARCHITECTURE	
Project Manager, Architect	\$200.00 - \$255.00
Project Architect	\$170.00 - \$190.00
Project Coordinator, Architect	\$140.00 - \$170.00
Intern Architect	\$115.00 - \$140.00
CA, Architect	\$220.00 - \$240.00
Specifications Writer	\$220.00 - \$240.00
SURVEYING	
Project Director, Survey	\$215.00 - \$245.00
Senior Surveyor	\$170.00 - \$200.00
Senior GIS Enterprise Administrator	\$170.00 - \$200.00
Project Surveyor	\$155.00 - \$185.00
Project GIS Developer, Survey	\$155.00 - \$185.00
Staff Surveyor	\$135.00 - \$165.00
Staff GIS Analyst	\$135.00 - \$165.00
Four Man Field Crew	\$215.00 - \$245.00
Three Man Field Crew	\$195.00 - \$215.00
Two Man Field Crew	\$170.00 - \$200.00
One Man Field Crew	\$150.00 - \$180.00
One Man Crew (GPS/RTK)	\$200.00 - \$230.00
Two Man Crew (GPS/RTK)	\$215.00 - \$245.00
CADD Technician, Survey	\$115.00 - \$145.00
GIS Technician	\$115.00 - \$145.00
Field Technician, Survey	\$95.00 - \$125.00

NINTH ORDER OF BUSINESS

RESOLUTION 2024-04

**A RESOLUTION DESIGNATING OFFICERS OF THE
BARTRAM SPRINGS COMMUNITY DEVELOPMENT
DISTRICT**

WHEREAS, the Board of Supervisors of the Bartram Springs Community Development District at a regular business meeting held on March 11, 2024 desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

<u>Andrew Walden</u>	Chairman
<u>Derri Young</u>	Vice-Chairman
<u>James Oliver</u>	Secretary
<u>James Oliver</u>	Treasurer
<u>Marilee Giles</u>	Assistant Treasurer
<u>Howard McGaffney</u>	
<u>Daniel Laughlin</u>	
<u>Darrin Mossing</u>	
<u>Patti Powers</u>	
<u>Sharyn Henning</u>	
<u>Marilee Giles</u>	Assistant Secretary(s)
<u>Howard McGaffney</u>	
<u>Daniel Laughlin</u>	
<u>Darrin Mossing</u>	
<u>Lacy Reynolds</u>	
<u>Taner Nierengarten</u>	
<u>Stephanie McKinney</u>	

PASSED AND ADOPTED THIS 11TH DAY OF MARCH, 2024.

Chairman / Vice Chairman

Secretary / Assistant Secretary

TENTH ORDER OF BUSINESS

D.

1.



General Manager's Report

March 4, 2024

Compiled by Sue O'Lear, Stephanie Taylor, Fred Atwood

TRANSITION MEETING SUMMARY: On Tuesday, February 27th teams from Vesta Property Services and GMS/RMS (along with Board Chairman Andrew Walden) to discuss the specifics of Transition.

- Sue O'Lear submitted a comprehensive transition excel workbook containing information/contacts for Lifestyle, Amenity/Facilities, Field Operations and Programs as well as a list of all passwords for those transitioning into the property.
- We answered questions from GMS/RMS regarding currently scheduled events (specifically Food Truck Fridays, the Lucky Run, the Pickleball Clinic, the Presidential Preference election, and Spring Fling) and ownership of District property and answered questions from Supervisor Walden regarding some resident comments on Facebook regarding rentals at the Athletic fields.
- Friday, March 8 was selected as the date for training, and the incoming company expressed their intention to take over with their staff after the Board meeting on Monday, March 11.
 - We plan to have a full leadership team onsite March 8 to facilitate the transition and to do a complete walk through of the property. We will keep our staff in place through the weekend, then beginning Monday, March 11 we will have management onsite as support for GMS/RMS employees through our last day, March 14th.

LIFESTYLE: Though Vesta will not be onsite for event execution, we did maintain planning for all March events:



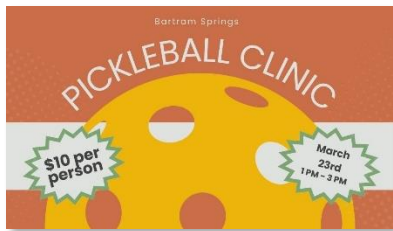
Food Truck Friday - Vesta spoke with Easy Truckin (the Food Truck scheduler from our preferred vendor list) about the transition and they are happy to continue to work with RMS. Information was provided in the transition workbook.



The Bartram Springs Lucky Run 5K – Sunday March 17th. Vesta notified the vendor of the change in management company and provided RMS with all necessary contact information as well as the staffing execution plan for the event.



2024 Presidential Preference Primary – Tuesday, March 19, 2024. Details for polling at Bartram Springs were provided to the incoming company and discussed at the Transition Meeting on February 27th. The signed agreement for all 3 elections for 2024 is in the electronic file on the desktop of the computer in the General Manager’s office.



Pickleball Clinic – Saturday March 23. All details for execution, contact information for the instructor, and access to the registration list was provided to RMS. There is a fee collected for this event, and those fees are historically turned in to the District to offset the cost of the event.



Spring Fling – Saturday March 30. All details for event execution, vendor contact information, and access to the Egg Hunt Registration Lists were provided to RMS in the transition workbook and discussed at the meeting. Registration for the Egg Hunt opened March 1st and was eblasted to the community by Vesta.

PROGRAMS: A comprehensive list of all programming vendors was provided in the workbook, with updated agreements left in the electronic file on the General Manager computer. These vendors include: Champion Swim Schools, Bartram Barracudas, Happy Hoops, Kickstart (AKA Soccer Shots), Micki Woodford (fitness), Ron White (tennis), Adrienne Williams (Yoga), Yeganeh Sheikh (yoga), and Kathy Ramirez (Kat Dance). Contact information was left for Ben Rowan (adult swim) though no agreement has been written for the 2024 season.

All Vesta owned camp supplies were removed from the supply closet and are being relocated to other properties.

FACILITIES:

- **Rentals:**

- Vesta has continued to take reservations for Private Rentals per the standard operating procedure, minus requiring the check made out to Vesta for extra staffing.
- Per RMS request, we provided copies of the rental forms for their review of policy and procedure.
- **Commercial Fitness:** Repairs and pad replacements were completed in the fitness facility on February 27th. Our representative states that delivery of the new equipment may still be 2 weeks out, a much longer timeline than originally communicated for the pieces. He communicated that he would waive any fee for removal of the old equipment when they come to place the 2 new pieces. Information regarding the possible repair or replacement of the Octane recumbent elliptical, along with all contact information, and the inventory of current equipment with serial numbers is included in the electronic file left on the General Manager computer.
- **Janitorial:** Per RMS request, contact information for the janitorial service has been provided.
- **Cameras:** Work began on a camera installation for the Social Hall patio area. Contact information and status on the project has been left for the incoming company.
- **Badge System:** Training documents have been provided, and new staff will have the opportunity to sit with Stephanie Taylor for training on the badge system. There is a fresh supply of access cards in the office, as well as 2024 guest punch cards. All contact information for the company has been provided in the workbook.
- **Remaining Projects:**
 - **Ice Machine:** The new ice machine was received and installed February 15th.
 - **Deck Chairs:** Sample deck chairs were received and remain in the front office for review.

MAINTENANCE AND FIELD OPERATIONS: Weekly updates have been provided to the board on the status of all ongoing Maintenance and Field Operations projects, including:

- **Front Entry Fountains:** Fred has monitored the water level on the inbound fountain, and the history of the issues with that fountain were discussed with RMS at the transition meeting.
- **Dog Park Fence Curling:** A temporary measure was employed to straighten out the curling at the bottom of some fencing in the Dog Park. RMS was made aware of the issue through the weekly update process.
- **Lap Pool Vacuum Pump:** Work was completed on this issue and the pool reopened on 2/27/24.

- **Veterans Park Shade Structure Failure:** As of this writing we have not received an update regarding the replacement of the damaged shade structure down at Veteran’s Park. All contact information has been provided to RMS.
- **Amenity Kids Park Shade Structure:** As of this writing we are still awaiting an update on installation of the playground shade structure for the Amenity Center park. All contact information for this vendor has been provided.
- **Lake Fountain:** As updated, Lake Doctors is awaiting a part that will allow the use of premium nozzles. Terry Glinn has been in contact/met with this vendor, so that contact has been handed off.
- **Irrigation Repairs:** Fred has coordinated with Bryan Wakes regarding irrigation repairs around the Amenity Center. Terry Glinn has also been in contact with VerdeGo regarding landscape.

Cleanup/Spring Break Preparation Projects: Fred and Tom continue to work on cleaning and maintenance projects in preparation for Spring Break:

Grills: New Covers, Heat Plates replaced



Covers



Heat Plates Before



Heat Plates After

Playgrounds: Safety Checks, Swing Mats replaced, and mulch added, continuing to look for climbing wall replacement parts



Safety Check/Pins Pounded In



Swing Mats Replaced/Mulch Added

Pools: All coffins cleaned



Sauna: Drywall repaired



Drywall Before



Drywall After

Pool Gazebos: Overspray Cleaned



Overspray Before



Overspray After

Shop: Cleaned and Reorganized



2.

3/11/2024

Bartram Springs

Community Development District

Amenity Management & Field Operations Report



Terry Glynn

GENERAL MANAGER
GOVERNMENTAL MANAGEMENT SERVICES

Leah Tincher

AMENITY MANAGER
GOVERNMENTAL MANAGEMENT SERVICES

Rich Whetsel

FIELD OPERATIONS MANAGER
GOVERNMENTAL MANAGEMENT SERVICES

Bartram Springs
Community Development District

Amenity Management & Field Operations Report

March 11, 2024

To: Board of Supervisors

From: Terry Glynn
General Manager

Leah Tincher
Amenity Manager

Rich Whetsel
Field Operations Manager

RE: Bartram Springs Amenity Management & Field Operations Report

The following is a summary of items related to the Amenity Management, Field Operations & Maintenance of Bartram Springs CDD.

Special Events

- GMS looks forward to working with the Bartram Springs CDD Board of Supervisors and residents of the community on hosting events desired in this district
- Upcoming Events:
 - March 15th – GMS Welcome Event 4-6pm
 - March 17th – The Lucky 5K Run 8:30am
 - March 23rd – Pickleball Clinic 1-3pm
 - March 30th – Spring Fling 12-3pm
 - Summer Camp June 10th-August 9th
 - Food Trucks – Every Friday Night 5-8pm
- Resident Suggestions:
 - Kids Camp – Spring & Winter Break
 - Return of Monthly Kids Activity Night

Communication

- Email blast updates will be sent out regularly to the community – Bartramspringsmanager@gmsnf.com
- Food trucks will be announced weekly
- Newsletters will be published each month

BARTRAM SPRINGS 2024
SUMMER CAMP

JUNE 10-AUGUST 9
7:30AM-5:30PM
 Resident Weekly Cost \$175

Available to Campers Ages 5-12
 (Must have Completed Kingergarten)

****Any residents previously registered for camp that have now been refunded, please email Bartramspringsmanager@gmsnf.com with name of child, age, parent phone number and prior registration confirmation. All prior children registered will be prioritized into camp.****

Weekly Themes
 Week 1: June 10-June 14 Safari
 Week 2: June 17-June 21 Under the Sea
 Week 3: June 24-June 28 Lego
 Week 4: July 1-July 3 (Camp Closed July 4 & 5 for Holiday) Olympics
 Week 5: July 8-July 12 Robots
 Week 6: July 15-July 19 Bugs
 Week 7: July 22-July 26 Pirates
 Week 8: July 29-Aug 2 Weather
 Week 9: Aug 5-Aug 9 When I Grow Up

Additional Camp Registrations Opening Soon
 Email Bartramspringsmanager@gmsnf.com for additional information and Camp Counselor Job Opportunities (16 years old and up)

BARTRAM SPRINGS

LIFEGUARDS

NEEDED

**CONTACT GMS TODAY!
 CURRENT CERTIFIED LIFEGUARDS AND
 NEW LIFEGUARDS ARE WELCOME TO
 APPLY**

**APPLY NOW call (904)-288-7667 (ext 0)
 or email ops@rmsnf.com**

Made with PosterMyWall.com

Spring

FLING

Saturday, March 30th
12:00 - 3:00

EASTER EGG HUNT ~ EASTER BUNNY

Games, Bounce House, Mechanical Bull,
 Inflatable Slide, Facepainters, Balloon Artists & More

Amenity Center Field
 BARTRAMSPRINGSMANAGER@GMSNFCOM

Conclusion

For any questions or comments regarding the above information please contact:

Terry Glynn, General Manager
TGlynn@gmsnf.com

Leah Tincher, Amenity Manager
Bartramspringsmanager@gmsnf.com

Rich Whetsel, Field Operations Manager
Rwhetsel@gmsnf.com



TWELFTH ORDER OF BUSINESS

A.

Bartram Springs
Community Development District

Unaudited Financial Reporting
January 31, 2024



Table of Contents

1	<hr/>	Balance Sheet
2-3	<hr/>	General Fund
4	<hr/>	Capital Reserve
5	<hr/>	Debt Service Fund Series 2021
6-7	<hr/>	Month to Month
8	<hr/>	Long Term Debt Report
9	<hr/>	Assessment Receipt Schedule
10	<hr/>	Check Register Summary

Bartram Springs
Community Development District
Combined Balance Sheet
January 31, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Reserve Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account - Hancock	\$ 17,405	\$ -	\$ 85,066	\$ 102,472
Operating Account - BOA	-	-	-	-
Petty Cash	200	-	-	200
Paypal	100	-	-	100
Assessments Receivable	-	-	-	-
Due from Capital	3,685	-	-	3,685
Due from Other	1,137	-	-	1,137
Due from General Fund	-	-	-	-
Investments:				
State Board of Administration (SBA)	4,936	-	90,926	95,861
Custody US Bank Account	1,360,955	-	-	1,360,955
Series 2021				
Reserve	-	-	-	-
Revenue	-	1,250,033	-	1,250,033
Prepaid Expenses	2,489	-	-	2,489
Deposits	720	-	-	720
Total Assets	\$ 1,391,627	\$ 1,250,033	\$ 175,992	\$ 2,817,651
Liabilities:				
Accounts Payable	\$ 36,350	\$ -	\$ 15,706	\$ 52,055
Accrued Expenses	-	-	-	-
Due to Debt Service	-	-	-	-
Due to General Fund	-	-	\$ 3,685	3,685
Total Liabilities	\$ 36,350	\$ -	\$ 19,391	\$ 55,740
Fund Balance:				
Nonspendable:				
Deposits	\$ 720	\$ -	\$ -	\$ 720
Restricted for:				
Debt Service	-	1,250,033	-	1,250,033
Capital Project	-	-	-	-
Assigned for:				
Capital Reserve Fund	-	-	156,601	156,601
Capital Reserves	-	-	-	-
Unassigned	1,352,067	-	-	1,352,067
Total Fund Balances	\$ 1,355,277	\$ 1,250,033	\$ 156,601	\$ 2,761,911
Total Liabilities & Fund Balance	\$ 1,391,627	\$ 1,250,033	\$ 175,992	\$ 2,817,651

Bartram Springs
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending January 31, 2024

	Adopted Budget	Prorated Budget Thru 01/31/24	Actual Thru 01/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,560,531	\$ 1,501,174	\$ 1,501,174	\$ -
Facility Income	8,000	2,667	2,310	(357)
Program Sharing - ASG	20,000	13,177	13,177	-
Comcast Revenue Share	20,000	6,667	5,667	(1,000)
Interest/Miscellaneous Income	6,000	2,000	10,444	8,444
Total Revenues	\$ 1,614,531	\$ 1,525,685	\$1,532,772	\$ 7,087
Expenditures:				
General & Administrative:				
Supervisor Fees	\$ 12,000	\$ 4,000	\$ 4,000	\$ -
PR-FICA	918	306	306	-
Engineering	6,300	2,100	930	1,170
Attorney	33,000	11,000	11,367	(367)
Annual Audit	3,250	-	-	-
Assessment Administration	6,500	6,500	6,500	-
Arbitrage Rebate	600	200	-	200
Trustee Fees	4,500	1,500	-	1,500
Management Fees	59,707	19,902	19,902	-
Information Technology	1,625	542	542	-
Website Maintenance	1,272	424	424	-
Telephone	800	267	293	(27)
Postage & Delivery	2,500	833	192	641
Insurance General Liability/Public Officials	82,566	82,566	78,802	3,764
Printing & Binding	2,500	833	815	19
Legal Advertising	2,900	967	1,220	(253)
Other Current Charges	1,560	520	695	(175)
Office Supplies	350	117	54	63
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 223,023	\$ 132,752	\$ 126,217	\$ 6,535

Bartram Springs
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending January 31, 2024

	Adopted Budget	Prorated Budget Thru 01/31/24	Actual Thru 01/31/24	Variance
<u>Operations & Maintenance</u>				
Amenity Center Expenditures				
Utilities:				
Electric	\$ 75,000	\$ 25,000	\$ 20,821	\$ 4,179
Water/Irrigation	28,000	9,333	4,807	4,526
Cable	11,000	3,667	4,249	(583)
Gas	1,800	600	364	236
Trash Removal	10,775	3,592	3,524	68
Security:				
Security Monitoring	1,000	333	280	53
Access Cards	1,500	-	-	-
Management Contracts:				
Facility Management	195,154	65,051	65,051	-
Pool Attendants	91,293	-	-	-
Field Management/Administration	87,817	29,272	29,272	-
Pool Maintenance	30,955	10,318	10,318	-
Janitorial	19,950	6,650	6,678	(28)
Gym Monitor	34,252	11,417	11,417	-
Facility Maintenance	75,950	25,317	25,317	-
Pool Chemicals	47,200	15,733	7,948	7,786
Mobile Application	2,500	833	833	-
Repairs and Maintenance	78,000	26,000	42,338	(16,338)
Special Events	21,000	12,546	12,546	-
Holiday Decorations	7,500	5,838	5,838	-
Fitness Center Repairs/Supplies	5,000	1,667	1,188	479
Office Supplies	7,000	2,333	1,466	867
ASCAP/BMI Licenses	1,000	333	-	333
Subtotal Amenity Center Expenditures	\$ 833,646	\$ 255,835	\$ 254,256	\$ 1,579
Grounds Maintenance				
Landscape Maintenance	\$ 200,322	\$ 66,774	\$ 64,829	\$ 1,945
Landscape Contingency	40,000	13,333	17,058	(3,725)
Atheletic Field	25,250	8,417	-	8,417
Lake Maintenance	31,667	10,556	9,089	1,467
Fountain Maintenance	1,600	533	299	234
Grounds Maintenance	10,000	3,333	372	2,961
Pump Repairs	5,000	1,667	1,268	399
Streetlight Repairs	3,000	1,000	96	904
Irrigation Repairs	15,000	5,000	3,844	1,156
Miscellaneous	1,500	500	-	500
Capital Reserves Contributions	240,450	-	-	-
Subtotal Grounds Maintenance	\$ 573,789	\$ 111,113	\$ 96,855	\$ 14,258
Total Operations & Maintenance	\$ 1,407,435	\$ 366,948	\$ 351,111	\$ 15,837
Total Expenditures	\$ 1,630,458	\$ 499,700	\$ 477,328	\$ 22,372
Excess (Deficiency) of Revenues over Expenditures	\$ (15,927)	\$ 1,025,985	\$ 1,055,444	\$ 29,459
Net Change in Fund Balance	\$ (15,927)	\$ 1,025,985	\$ 1,055,444	\$ 29,459
Fund Balance - Beginning	\$ 15,927		\$ 299,834	
Fund Balance - Ending	\$ -		\$ 1,355,277	

Bartram Springs
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending January 31, 2024

	Adopted Budget	Prorated Budget Thru 01/31/24	Actual Thru 01/31/24	Variance
Revenues				
Capital Reserve Transfer In	\$ 240,450	\$ -	\$ -	\$ -
Misc Income	-	-	3,803	\$ 3,803
Interest	2,000	667	1,697	1,030
Total Revenues	\$ 242,450	\$ 667	\$ 5,500	\$ 4,833
Expenditures:				
Capital Projects	\$ 135,960	\$ 45,320	\$ 14,498	\$ 30,822
Repairs and Maintenance	196,870	65,623	69,838	(4,214)
Other Service Charges	800	267	-	267
Total Expenditures	\$ 333,630	\$ 111,210	\$ 84,336	\$ 26,874
Excess (Deficiency) of Revenues over Expenditures	\$ (91,180)		\$ (78,836)	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (91,180)		\$ (78,836)	
Fund Balance - Beginning	\$ -		\$ 235,437	
Fund Balance - Ending	\$ (91,180)		\$ 156,601	

Bartram Springs
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending January 31, 2024

	Adopted Budget	Prorated Budget Thru 01/31/24	Actual Thru 01/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,232,157	\$ 1,185,289	\$ 1,185,289	\$ -
Special Assessments - Prepayments	-	-	-	-
Interest Income	9,000	3,000	7,006	4,006
Total Revenues	\$ 1,241,157	\$ 1,188,289	\$ 1,192,295	\$ 4,006
Expenditures:				
Interest - 11/1	\$ 130,632	\$ 130,632	\$ 130,632	\$ -
Interest - 5/1	130,632	-	-	-
Principal - 5/1	975,000	-	-	-
Total Expenditures	\$ 1,236,264	\$ 130,632	\$ 130,632	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 4,893	\$ 1,057,657	\$ 1,061,663	\$ 4,006
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 4,893	\$ 1,057,657	\$ 1,061,663	\$ 4,006
Fund Balance - Beginning	\$ 186,059		\$ 188,370	
Fund Balance - Ending	\$ 190,953		\$ 1,250,033	

Bartram Springs
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 234,908	\$ 1,239,629	\$ 26,637	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,501,174
Facility Income	830	590	-	890	-	-	-	-	-	-	-	-	2,310
Program Sharing - ASG	13,177	-	-	-	-	-	-	-	-	-	-	-	13,177
Comcast Revenue Share	-	5,667	-	-	-	-	-	-	-	-	-	-	5,667
Interest/Miscellaneous Income	3,924	619	284	5,617	-	-	-	-	-	-	-	-	10,444
Total Revenues	\$ 17,931	\$ 241,784	\$ 1,239,912	\$ 33,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,532,772
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000
PR-FICA	77	77	77	77	-	-	-	-	-	-	-	-	306
Engineering	-	-	-	930	-	-	-	-	-	-	-	-	930
Attorney	2,461	3,970	4,937	-	-	-	-	-	-	-	-	-	11,367
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	6,500	-	-	-	-	-	-	-	-	-	-	-	6,500
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	-	-	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Fees	4,976	4,975	4,976	4,976	-	-	-	-	-	-	-	-	19,902
Information Technology	135	136	135	135	-	-	-	-	-	-	-	-	542
Website Maintenance	106	106	106	106	-	-	-	-	-	-	-	-	424
Telephone	129	101	46	17	-	-	-	-	-	-	-	-	293
Postage & Delivery	66	34	20	72	-	-	-	-	-	-	-	-	192
Insurance General Liability/Public Officials	78,802	-	-	-	-	-	-	-	-	-	-	-	78,802
Printing & Binding	278	149	194	194	-	-	-	-	-	-	-	-	815
Legal Advertising	140	469	448	163	-	-	-	-	-	-	-	-	1,220
Other Current Charges	178	155	193	169	-	-	-	-	-	-	-	-	695
Office Supplies	14	13	13	13	-	-	-	-	-	-	-	-	54
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 95,036	\$ 11,183	\$ 12,146	\$ 7,852	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,217

Bartram Springs
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Operations & Maintenance</u>													
Amenity Center Expenditures													
Utilities:													
Electric	\$ 5,939	\$ 5,221	\$ 4,850	\$ 4,810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20,821
Water/Irrigation	1,444	1,168	1,157	1,038	-	-	-	-	-	-	-	-	4,807
Cable	943	1,247	1,030	1,030	-	-	-	-	-	-	-	-	4,249
Gas	85	165	21	93	-	-	-	-	-	-	-	-	364
Trash Removal	881	881	881	881	-	-	-	-	-	-	-	-	3,524
Security:													
Security Monitoring	280	-	-	-	-	-	-	-	-	-	-	-	280
Access Cards	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Contracts:													
Facility Management	16,263	16,263	16,263	16,263	-	-	-	-	-	-	-	-	65,051
Pool Attendants	-	-	-	-	-	-	-	-	-	-	-	-	-
Field Management/Administration	7,318	7,318	7,318	7,318	-	-	-	-	-	-	-	-	29,272
Pool Maintenance	2,580	2,580	2,580	2,580	-	-	-	-	-	-	-	-	10,318
Janitorial	1,691	1,662	1,663	1,663	-	-	-	-	-	-	-	-	6,678
Gym Monitor	2,854	2,855	2,854	2,854	-	-	-	-	-	-	-	-	11,417
Facility Maintenance	2,854	9,804	6,329	6,329	-	-	-	-	-	-	-	-	25,317
Pool Chemicals	1,959	1,959	1,959	2,070	-	-	-	-	-	-	-	-	7,948
Mobile Application	208	208	208	208	-	-	-	-	-	-	-	-	833
Repairs and Maintenance	17,250	8,711	11,357	5,020	-	-	-	-	-	-	-	-	42,338
Special Events	7,952	2,358	1,329	907	-	-	-	-	-	-	-	-	12,546
Holiday Decorations	-	5,068	770	-	-	-	-	-	-	-	-	-	5,838
Fitness Center Repairs/Supplies	18	178	992	-	-	-	-	-	-	-	-	-	1,188
Office Supplies	509	339	619	-	-	-	-	-	-	-	-	-	1,466
ASCAP/BMI Licenses													
Subtotal Amenity Center Expenditures	\$ 71,029	\$ 67,984	\$ 62,180	\$ 53,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 254,256
Grounds Maintenance													
Landscape Maintenance	\$ 16,207	\$ 16,207	\$ 16,207	\$ 16,207	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	64,829
Landscape Contingency	5,896	7,648	2,040	1,475	-	-	-	-	-	-	-	-	17,058
Atheletic Field	-	-	-	-	-	-	-	-	-	-	-	-	-
Lake Maintenance	1,821	1,842	3,584	1,842	-	-	-	-	-	-	-	-	9,089
Fountain Maintenance	-	-	-	299	-	-	-	-	-	-	-	-	299
Grounds Maintenance	100	-	134	138	-	-	-	-	-	-	-	-	372
Pump Repairs	-	1,268	-	-	-	-	-	-	-	-	-	-	1,268
Streetlight Repairs	96	-	-	-	-	-	-	-	-	-	-	-	96
Irrigation Repairs	2,011	947	455	430	-	-	-	-	-	-	-	-	3,844
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Reserves Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Grounds Maintenance	\$ 26,131	\$ 27,913	\$ 22,420	\$ 20,392	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,855
Total Operations & Maintenance	\$ 97,160	\$ 95,897	\$ 84,600	\$ 73,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 351,111
Total Expenditures	\$ 192,196	\$ 107,080	\$ 96,745	\$ 81,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 477,328
Excess (Deficiency) of Revenues over Expenditures	\$ (174,265)	\$ 134,704	\$ 1,143,167	\$ (48,163)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,055,444
Net Change in Fund Balance	\$ (174,265)	\$ 134,704	\$ 1,143,167	\$ (48,163)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,055,444

Bartram Springs
Community Development District
Long Term Debt Report

Series 2021 Special Assessment Refunding and Revenue Bonds

Optional Redemption Date	None
Interest Rate:	0.750%-2.520%
Maturity Date:	5/1/2036
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$616,079
Reserve Fund Balance	\$616,079
Excess Funds Revenue Acct 11/2	Any lawful Purpose
Bonds Outstanding - 6/1/21	\$15,175,000
Less: Principal Payment - 5/1/22	(\$955,000)
Less: Principal Payment - 5/1/23	(\$965,000)
Current Bonds Outstanding	\$13,255,000

* Reserve Fund Requirement funded by Surety Bond

B.

Bartram Springs
Community Development District
FISCAL YEAR 2024 SUMMARY OF ASSESSMENT RECEIPTS

TAX ROLL					
TOTAL TAX ROLL	UNITS	2021-1 DEBT ASSESSED	2021-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED	23,512	1,192,875.97	39,277.22	1,560,527.28	2,792,680.47
DUVAL COUNTY DISTRIBUTION	DATE RECEIVED	2021-1 DEBT RECEIVED	2021-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/3/2023	8,674.64	285.63	11,348.21	20,308.48
2	11/14/2023	25,171.35	828.80	32,929.30	58,929.45
3	11/21/2023	46,197.77	1,521.13	60,436.20	108,155.10
4	11/28/2023	99,521.41	3,276.89	130,194.49	232,992.79
5	12/4/2023	783,033.44	25,782.54	1,024,368.90	1,833,184.88
6	12/6/2023	141,852.90	4,670.72	185,572.78	332,096.40
7	12/14/2023	17,472.73	575.32	22,857.93	40,905.97
8	12/22/2024	5,220.21	171.88	6,829.11	12,221.20
9	1/9/2024	14,733.76	485.13	19,274.79	34,493.68
10	1/22/2024	5,627.79	185.30	7,362.31	13,175.41
11	2/5/2024	8,535.95	281.06	11,166.79	19,983.80
		-	-	-	-
TOTAL COUNTY DISTRIB.		1,156,041.95	38,064.41	1,512,340.82	2,706,447.16
TOTAL TAX ROLL DUE (DISCOUNTS NOT TAKEN)		36,834.02	1,212.81	48,186.46	86,233.31
PERCENT COLLECTED TAX ROLL		96.91%	96.91%	96.91%	96.91%

C.

Bartram Springs
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2024
Check Register

Date	check #'s	Amount
General Fund - Hancock		
01/05/24	2730-2757	\$70,014.94
01/11/24	2703-2729	9,198.38
01/26/24	2760-2777	67,782.02
		\$146,995.34
General Fund - Capital Reserve		
01/05/24	304-306	\$21,014.00
01/26/24	307-309	36,932.25
		\$57,946.25
Utilities and Autopayments		
01/03/24	TECO	\$30.72
01/03/24	TECO	49.98
01/04/24	Comcast	342.59
01/04/24	Comcast	555.51
01/08/24	JEA	5,848.73
01/10/24	Comcast	131.45
01/22/24	Rubicon	880.90
01/23/24	Hancock Whitney Purchase Cards	3,868.72
		\$11,708.60
TOTAL		\$216,650.19

*Fedex invoices will be available upon request.

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/05/24	00503	12/18/23	210231	202312	330	57200	46000		REKEY SCHLAGE CYLINDERS DEDGE'S LOCK & KEY SHOP INC	*	345.50	345.50	002730
1/05/24	00513	11/01/23	312840	202311	330	57200	46000		2 COM TOILET FLUSH VALVES BILL FENWICK	*	149.00	149.00	002731
1/05/24	00513	12/14/23	315321	202312	330	57200	46000		VET PARK BH TOILET LEAK BILL FENWICK	*	1,230.43	1,230.43	002732
1/05/24	00465	11/02/23	4226	202311	330	57200	46000		RPLC & TEST CAMERA INTEGRATED ACCESS SOLUTIONS,LLC	*	198.00	198.00	002733
1/05/24	00465	3/21/23	2830	202303	330	57200	46000		CAMERAS OFFLINE SRVC CALL INTEGRATED ACCESS SOLUTIONS,LLC	*	132.00	132.00	002734
1/05/24	00135	12/28/23	23-08273	202312	310	51300	48000		NTC OF 12/28 MEETING JACKSONVILLE DAILY RECORD C/O	*	79.63	79.63	002735
1/05/24	00201	1/01/24	13129561	202401	320	57200	46500		JAN POOL CHEMICALS POOLSURE	*	2,070.09	2,070.09	002736
1/05/24	00274	12/12/23	32343	202312	330	57200	46000		FIRE ANTS QURTLY SRVCS QUICK CATCH	*	185.00	185.00	002737
1/05/24	00274	12/12/23	32344	202312	330	57200	46000		FIRE ANTS QURTLY SRVCS QUICK CATCH	*	170.00	170.00	002738
1/05/24	00274	12/15/23	32385	202312	330	57200	46000		DEC SNAKE SERVICES QUICK CATCH	*	365.00	365.00	002739
1/05/24	00091	11/25/23	80724085	202311	330	57200	46000		JANITORIAL SUPPLIES STAPLES	*	213.00	213.00	002740
1/05/24	00091	12/23/23	80727131	202312	330	57200	46000		JANITORIAL SUPPLIES STAPLES	*	445.61	445.61	002741

BSPR BART SPRING BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/05/24	00065	10/23/23	43945304	202310	330	57200	46000		OCT PEST CONTROL TERMINIX	*	174.00	174.00	002742
1/05/24	00040	12/01/23	142176B	202312	330	57200	46600		DEC WATER MGT-ZONE 1 & 2 THE LAKE DOCTORS INC	*	1,842.00	1,842.00	002743
1/05/24	00040	12/13/23	1857678	202312	330	57200	46600		POND FISH RESTOCKING THE LAKE DOCTORS INC	*	1,741.50	1,741.50	002744
1/05/24	00388	11/29/23	13610	202311	330	57200	46250		CUT 5 PINE TREE SPORT FLD VERDEGO LLC	*	345.00	345.00	002745
1/05/24	00388	11/30/23	13834	202311	330	57200	46400		MAINLINE AMENITY CENTER VERDEGO LLC	*	947.44	947.44	002746
1/05/24	00388	12/01/23	13704	202312	330	57200	46200		DEC LANDSCAPE MAINTENANCE VERDEGO LLC	*	16,207.26	16,207.26	002747
1/05/24	00388	12/06/23	13842	202312	330	57200	46400		IRR PROPOSAL CHECK VALVE VERDEGO LLC	*	455.00	455.00	002748
1/05/24	00388	12/21/23	13974	202312	330	57200	46250		RPLC SHRUB W/HOLLY PLANTS VERDEGO LLC	*	380.17	380.17	002749
1/05/24	00388	12/21/23	13975	202312	330	57200	46250		POOL AREA-LIRIOPE W/MULCH VERDEGO LLC	*	387.54	387.54	002750
1/05/24	00388	12/21/23	13976	202312	330	57200	46250		POOL AREA FILL IN VERDEGO LLC	*	861.03	861.03	002751
1/05/24	00351	11/30/23	415589	202311	330	57200	46000		PRESS WASH VETERANS PARK VESTA PROPERTY SERVICES, INC.	*	1,446.00	1,446.00	002752
1/05/24	00351	11/30/23	415690	202311	330	57200	46000		POOL CHEMICALS	*	96.75		

BSPR BART SPRING BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/30/23		415690	202311	330-57200-46000				*	523.60		
							POOL CHEMICALS				
11/30/23		415690	202311	330-57200-46000				*	91.81		
							POOL CHEMICALS				
11/30/23		415690	202311	330-57200-46000				*	448.37		
							HD-CHRISTMAS DECORATIONS				
							VESTA PROPERTY SERVICES, INC.			1,160.53	002753
1/05/24	00351	12/01/23	415270	202312	320-57200-33000			*	16,262.83		
							MANAGER AND ATTENDANTS				
		12/01/23	415270	202312	320-57200-46400			*	2,579.58		
							POOL MAINT SRVCS				
		12/01/23	415270	202312	320-57200-34100			*	6,329.17		
							GENERAL FAC MAINT SRVCS				
		12/01/23	415270	202312	320-57200-43500			*	1,662.50		
							JANITORIAL SRVCS				
		12/01/23	415270	202312	320-57200-34510			*	2,854.33		
							GYM MONITORING SRVCS				
		12/01/23	415270	202312	320-57200-34000			*	7,318.09		
							FIELD OPERATION SRVCS				
		12/01/23	415270	202312	320-57200-34530			*	208.33		
							MOBILE APP				
							VESTA PROPERTY SERVICES, INC.			37,214.83	002754
1/05/24	00429	12/11/23	S99093	202312	330-57200-46000			*	312.38		
							WATER LEAK SERVING AREA				
							WEATHER ENGINEERS, INC.			312.38	002755
1/05/24	00482	12/07/23	91301948	202312	330-57200-46000			*	728.00		
							RESET & UNIT INSPECTION				
							WW GAY MECHANICAL CONTRACTOR, INC			728.00	002756
1/05/24	00469	12/06/23	2362	202312	330-57200-46000			*	229.00		
							4 THANKSGIVING BANNERS				
							10K CREATIVE			229.00	002757
1/11/24	00514	1/10/24	347	202401	330-57200-46000			*	3,684.75		
							PAVER SEAL RPR PROJ DEP				
							KENNETH T. RASNICK DBA FIRST COAST			3,684.75	002758
1/11/24	00071	1/01/24	571	202401	310-51300-35100			*	135.42		
							JAN INFO TECH				
		1/01/24	571	202401	310-51300-34000			*	4,975.58		
							JAN MANAGEMENT FEES				
		1/01/24	571	202401	310-51300-35200			*	106.00		
							JAN WEBSITE ADMIN				

BSPR BART SPRING BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		1/01/24	571	202401	310	51300	51000			*	13.46		
			OFFICE SUPPLIES										
		1/01/24	571	202401	310	51300	42000			*	72.22		
			POSTAGE										
		1/01/24	571	202401	310	51300	42500			*	193.50		
			COPIES										
		1/01/24	571	202401	310	51300	41000			*	17.45		
			TELEPHONE										
									GOVERNMENTAL MANAGEMENT SERVICES			5,513.63	002759
1/26/24	00369	12/26/23	231216	202312	330	57200	46000			*	3,473.00		
			125AMP POOL PUMP BREAKER										
									BEACON ELECTRICAL CONTRACTORS, INC.			3,473.00	002760
1/26/24	00373	1/12/24	958017ES	202312	320	57200	43300			*	8.59		
			DEC INSIDE FERC FGT Z3										
									FLORIDA NATURAL GAS			8.59	002761
1/26/24	00373	1/12/24	958018ES	202312	320	57200	43300			*	12.48		
			DEC INSIDE FERC FGT Z3										
									FLORIDA NATURAL GAS			12.48	002762
1/26/24	00507	1/16/24	SPI-5819	202401	310	51300	31100			*	930.00		
			ENGINEERING INSPECTION										
									FORTRESS ENGINEERING GROUP LLC			930.00	002763
1/26/24	00367	1/09/24	0039302	202401	320	57200	49300			*	870.00		
			CT 1000 EASTER EGGS										
									GIFTS GALORE LLLP			870.00	002764
1/26/24	00135	1/04/24	24-00108	202401	310	51300	48000			*	79.63		
			NTC OF MEETING 1/4										
									JACKSONVILLE DAILY RECORD C/O			79.63	002765
1/26/24	00471	1/08/24	3338672	202311	310	51300	31500			*	3,969.50		
			NOV GENERAL COUNSEL										
									KUTAK ROCK LLP			3,969.50	002766
1/26/24	00274	1/15/24	32673	202401	330	57200	46000			*	365.00		
			JAN SNAKE SERVICES										
									QUICK CATCH			365.00	002767
1/26/24	00515	1/12/24	1831	202401	330	57200	46000			*	140.00		
			RPLC UNIT BELT										
									RIVER CITY MECHANICAL SERVICES LLC			140.00	002768
									BSPR BART SPRING BPEREGRINO				

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/26/24	00040	1/01/24	149235B	202401	330	57200	46600		JAN WATER MGT-ZONE 1&2 THE LAKE DOCTORS INC	*	1,842.00	1,842.00	002769
1/26/24	00040	1/01/24	149236B	202401	330	57200	46900		QTRLY FOUNTAIN SERVICE THE LAKE DOCTORS INC	*	299.00	299.00	002770
1/26/24	00388	1/02/24	14142	202401	330	57200	46200		JAN LANDSCAPE MAINTENANCE VERDEGO LLC	*	16,207.26	16,207.26	002771
1/26/24	00388	1/15/24	14233	202401	330	57200	46250		POOL AREA - MULCH BED VERDEGO LLC	*	1,475.00	1,475.00	002772
1/26/24	00351	1/01/24	415969	202401	320	57200	33000		MANAGER & ATTENDANTS	*	16,262.83	37,214.83	002773
		1/01/24	415969	202401	320	57200	46400		POOL MAINT SRVCS	*	2,579.58		
		1/01/24	415969	202401	320	57200	34100		GEN FAC MAINT SRVCS	*	6,329.17		
		1/01/24	415969	202401	320	57200	43500		JANITORIAL SRVCS	*	1,662.50		
		1/01/24	415969	202401	320	57200	34510		GYM MONITORING SRVCS	*	2,854.33		
		1/01/24	415969	202401	320	57200	34000		FIELD OPERATION SRVCS	*	7,318.09		
		1/01/24	415969	202401	320	57200	34530		MOBILE APP	*	208.33		
1/26/24	00351	12/07/23	415855	202312	330	57200	46000		ASSISTANT RMV MED BOLLARD VESTA PROPERTY SERVICES, INC.	*	195.00	195.00	002774
1/26/24	00351	12/31/23	416319	202312	320	57200	49300		SANTA EVENT/KID ACT NIGHT VESTA PROPERTY SERVICES, INC.	*	555.66	555.66	002775
1/26/24	00351	12/31/23	416473	202312	330	57200	46000		W. WHEELER-HP-KEYS	*	63.77	120.14	002776
		12/31/23	416473	202312	330	57200	46000		S. LEAR-HP-FACILITY KEYS VESTA PROPERTY SERVICES, INC.	*	56.37		

BSPR BART SPRING BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/26/24	00373	12/12/23	942089ES 202311 320-57200-43300 NOV INSIDE FERC FGT Z3	FLORIDA NATURAL GAS	*	24.93	24.93 002777
TOTAL FOR BANK B						146,995.34	
TOTAL FOR REGISTER						146,995.34	

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

INVOICE # 0000210231

License Number EG13000368

DATE
12/18/2023

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
12/15/2023

904-318-0797

	COD	12/18/2023	Jim Domser
--	-----	------------	------------

1.00	Rekey Standard Schlage Cylinder on Front Office Door.	30.00	30.00
5.00	Rekey Standard Schlage Cylinders on Clubhouse Doors, Club HVAC Closet, and Supply Closet inside Admin Office area.	30.00	150.00
0.75	Labor to remove/remount Panic Bar Hardware to key the Cylinders on the Exterior Trim.	110.00	82.50
1.00	Trip Charge to 32258 Zip Code	83.00	83.00

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

RECEIVED
 DEC 19 2023
 BY: _____

SUBTOT \$345.50
 TAX \$25.91
 TOTAL \$371.41

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.



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 312840	INVOICE DATE Nov 01, 2023
-------------------	------------------------------

JOB ADDRESS

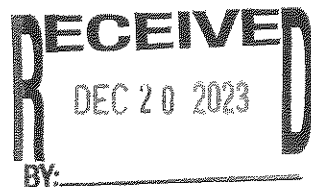
Bartram Springs Club House
 14530 East Cherry Lake Drive
 Jacksonville, FL 32258 USA

Completed Date: 11/1/2023
Payment Term: Due Upon Receipt
Due Date: 11/1/2023

DESCRIPTION OF WORK

Rebuild two commercial toilets flush valve. There is two toilets in the ladies bathroom that are leaking from the flush valve, we are going to do a complete rebuild in both toilets.
 After rebuilding the valve they are still leaking, we are going to replace both valve.
 Rebuild two commercial toilets flush valve. There is two toilets in the ladies bathroom that are leaking from the flush valve, we are going to do a complete rebuild in both toilets.
 After rebuilding the valve they are still leaking, we are going to replace both valve.

#	DESCRIPTION	TOTAL
DF-00001	Initial Diagnostic Fee: This fee covers the cost of sending a technician to your location, their initial assessment of the issue, and their professional advice.	\$89.00
DF-00002	Expanded Diagnostic Fee: This additional charge is applied in conjunction with the standard "Initial Diagnostic Fee." This fee is incurred when our technicians need to conduct in-depth diagnostics, utilize specialized tools, or address particularly complex issues. It ensures that we can provide you with a comprehensive and expert evaluation of your situation, tailored to your specific needs.	\$60.00



SUB-TOTAL	\$149.00
TAX	\$0.00
TOTAL DUE	\$149.00
BALANCE DUE	\$149.00

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 11/1/2023

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 11/1/2023



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 315321	INVOICE DATE Dec 14, 2023
-------------------	------------------------------

JOB ADDRESS

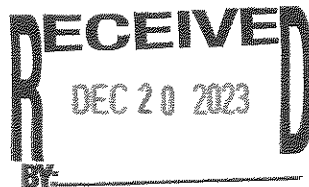
Bartram Springs Club House - Veterans Park
 14751 Bartram Springs Parkway
 Jacksonville, FL 32258 USA

Completed Date: 12/14/2023
Payment Term: Due Upon Receipt
Due Date: 12/14/2023

DESCRIPTION OF WORK

Customer has a toilet at the veterans park bathroom leaking at the seal I pulled and reset the toilet and put in new wax ring supply line and also put in supply lines for the sink faucet as well also when pulling the toilet noticed the toilet flange is broke replaced that as well customer has a 1 year parts and labor warranty.

TASK	DESCRIPTION	QTY	PRICE	TOTAL
D-FEE	Dispatch Fee: Dispatch Fee	1.00	\$89.00	\$89.00
WCR1	Pull and Reset Toilet: Pull and reset toilet	0.90	\$652.05	\$586.85
WCRR21	Install New Closet Flange: Install new closet flange for toilet	0.65	\$853.20	\$554.58



POTENTIAL SAVINGS	\$114.14
SUB-TOTAL	\$1,230.43
TAX	\$0.00
TOTAL DUE	\$1,230.43
BALANCE DUE	\$1,230.43

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

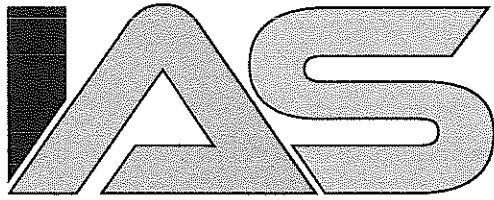
Date 12/14/2023

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 12/14/2023



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
 11/02/2023

Invoice Number
 0004226

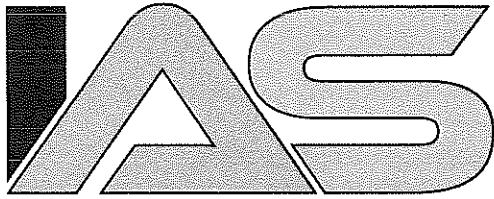
Amount Due (USD)
\$198.00

Due Date
 11/02/2023

Description	Rate	Qty	Line Total
Service Call Service response for 1x camera out and to survey camera additions. Tested 1x camera for function and camera will not display live image. Camera needs to be replaced. Need to return Thursday after 11am to survey for camera additions.	\$132.00	1.5	\$198.00

RECEIVED
 DEC 26 2023
 BY: _____

Subtotal	198.00
Tax	0.00
Total	198.00
Amount Paid	0.00
Amount Due (USD)	\$198.00



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

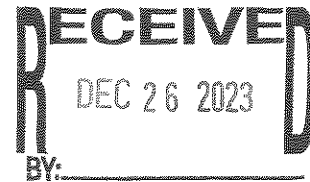
Date of Issue
 03/21/2023

Invoice Number
 0002830

Amount Due (USD)
\$132.00

Due Date
 03/21/2023

Description	Rate	Qty	Line Total
Service Call Service call response to soccer field recently installed camera being offline and no longer viewable in remote viewing of NVR On arrival, power had gone out to device pole with camera and antenna bridge. Camera needed to be reconnected to NVR NVR had lost memory of camera IP address due to antenna bridge being directly connected into NVR POE port. Once power was lost, NVR tried to grab IP address of Access point antenna instead of camera. Reconfigured network connections for camera within NVR successfully Camera back online, recording, and functioning properly on departure	\$132.00	1	\$132.00



Subtotal 132.00

Tax 0.00

Total 132.00

Amount Paid 0.00

Amount Due (USD) \$132.00

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

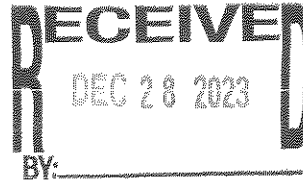
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

December 28, 2023

Date

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



Serial # <u>23-08273D</u>	PO/File # _____	<u>\$79.63</u>
Notice of Meeting		Payment Due
_____		<u>\$79.63</u>
Bartram Springs Community Development District		Publication Fee

Case Number _____		Amount Paid
Publication Dates <u>12/28</u>		
County <u>Duval</u>		

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

Payment Due Upon Receipt
For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 23-08273D on your
check or remittance advice.

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, January 8, 2024~~, 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

Dec. 28 00 (23-08273D)



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

Invoice

Date 1/1/2024

Invoice # 131295619175

Terms	Net 20
Due Date	1/21/2024
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
--	---

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,959.95
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	110.14

Save in 2024 by prepaying your annual amount. Customers who prepay for 2024 by 12/31/2023 will receive a 5% discount on their annual rate. Contact ar@poolsure.com and request your 2024 annual invoice.

Subtotal	2,070.09
Shipping Cost (FEDEX GROUND)	0.00
Total	2,070.09
Amount Due	\$2,070.09

Remittance Slip

Customer
13BAR126
Invoice #
131295619175

Amount Due \$2,070.09

Amount Paid _____

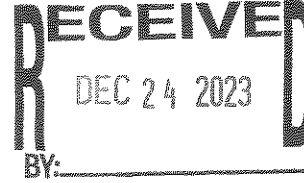
Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295619175

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
32343	12/12/2023	\$185.00	12/26/2023	Net 14	

DESCRIPTION	QTY	RATE
FIRE ANT QTRLY Fire Ants Quarterly Service	1	185.00

BALANCE DUE

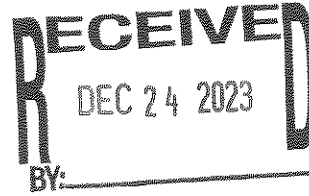
\$185.00

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

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

Invoice

BILL TO
 Bartram Springs - Satellite Location
 14751 Bartram Springs Pkwy
 Jacksonville, FL 32256



INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
32344	12/12/2023	\$170.00	12/26/2023	Net 14	

DESCRIPTION	QTY	RATE
FIRE ANT QTRLY Fire Ants Quarterly Service	1	170.00

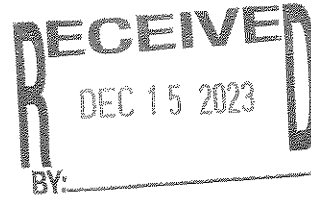
BALANCE DUE

\$170.00

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

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

Invoice



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

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
32385	12/15/2023	\$365.00	12/29/2023	Net 14	

DESCRIPTION	QTY	RATE
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 clubhouse	1	135.00
BALANCE DUE		\$365.00

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



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
11/25/23	ATL 1821005	8072408509
PLEASE PAY BY	TERMS	AMOUNT DUE
12/25/23	Net 30 Days	213.00

INVOICE

Staples

Federal ID #:04-3390816

BARTRAM SPRINGS
 CHEYENNE BARDROFF
 475 WEST TOWN PLACE STE 114
 SAINT AUGUSTINE, FL 32092

Bill to Account: 1070806

Remittance Page of Summary Invoice

Customer Service inquiries # 877-826-7755 Invoice Payment Inquiries 888-753-4106
 Make checks payable to Staples, PO Box 105748, Atlanta GA 30348-5748

TO ENSURE PROPER CREDIT, TEAR OFF AND RETURN THIS PORTION WITH YOUR PAYMENT

Customer Service inquiries # 877-826-7755 Invoice Payment Inquiries 888-753-4106



Please send payment to:

INVOICE DATE	CUSTOMER	SUMMARY INVOICE
11/25/23	ATL 1821005	8072408509
PLEASE PAY BY	TERMS	AMOUNT DUE
12/25/23	Net 30 Days	213.00
PLEASE ENTER AMOUNT PAID		

Staples
 PO Box 105748
 Atlanta, GA 30348-5748

ATL80724085090000213003



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
11/25/23	ATL 1821005	8072408509
PLEASE PAY BY	TERMS	AMOUNT DUE
12/25/23	Net 30 Days	213.00

INVOICE SUMMARY

Staples

Federal ID #: 04-3390816

BARTRAM SPRINGS
 CHEYENNE BARDROFF
 475 WEST TOWN PLACE STE 114
 SAINT AUGUSTINE, FL 32092

BUDGET CENTER	PURCHASE ORDER	RELEASE	ORDER NUMBER	INVOICE	NET	TAX	MISC/FREIGHT	TOTAL
B111 to Account: 1070806			7620045040-000-001	3553256109	213.00	.00	.00	213.00
FACILITIES: BILLABLE					213.00	.00	.00	213.00
SUBTOTAL FACILITIES: BILLABLE					213.00	.00	.00	213.00
TOTAL					213.00	.00	.00	213.00



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
11/25/23	ATL 1821005	8072408509
PLEASE PAY BY	TERMS	AMOUNT DUE
12/25/23	Net 30 Days	213.00

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1070806

Ship to Account: BARTRAM SPRINGS

BARTRAM SPRINGS
 CHEYENNE BARDROFF
 475 WEST TOWN PLACE STE 114
 SAINT AUGUSTINE, FL 32092

BARTRAM SPRINGS CDD
 ATTN: SUE O'LEAR
 14530 CHERRY LAKE DRIVE WEST
 JACKSONVILLE, FL 32258

P O Number :
 P O Desc :
 Release :
 Release Desc:

Invoice Number: 3553256109
 Order : 7620045040-000-001
 Ordered By : SUE O'LEAR
 Order Date : 11/21/23

Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
1	2619046	FOAMING DISINFECTANT CLEANER FACILITIES: BILLABLE	1	0	EA	1	3.59	3.59
2	2612136	CITRUSBLST METER AIR FRSHNR CT FACILITIES: BILLABLE	1	0	CT	1	20.39	20.39
3	2612136	CITRUSBLST METER AIR FRSHNR CT FACILITIES: BILLABLE	1	0	CT	1	20.39	20.39
4	2612139	FRSH LINEN METER AIR FRSHNR CT FACILITIES: BILLABLE	2	0	CT	2	21.39	42.78
5	792739	SOAP SOFT REFILL GALLON FACILITIES: BILLABLE	1	0	EA	1	14.69	14.69
6	674246	MR.CLEAN FLOOR CLEANER FACILITIES: BILLABLE	1	0	EA	1	27.29	27.29
7	365384	CWP KRT 85SH/RL CT FACILITIES: BILLABLE	1	0	CT	1	40.69	40.69
8	887836	BATH TISSUE 2PLY 350SHEETS/RL FACILITIES: BILLABLE	1	0	CT	1	30.69	30.69
9	24474489	NITRILE PF EXAM LG GLOVES INDG FACILITIES: BILLABLE	1	0	BX	1	12.49	12.49
Freight:		.00	Tax:(.0000 %)		.00	Sub-Total:		213.00
						Total:		213.00

RECEIVED
 NOV 26 2023
 BY: _____

Order# 7620045040

Order placed: November 21, 2023

Billing address

BARTRAM SPRINGS
475 WEST TOWN PLACE STE 114
SAINT AUGUSTINE, FL 32092

Shipping address

BARTRAM SPRINGS CDD
SUE O'LEAR
14530 CHERRY LAKE DRIVE WEST
JACKSONVILLE, FL 32258

Invoice # 3553256109

INVOICE ISSUED

Items(s) Shipped

Item#	Item Description	Price	Quantity	Subtotal
365384	Coastwide Professional Kitchen Rolls Paper Towel, 2-Ply, White, 85 Sheets/Roll, 30 Rolls/Carton (CW21810CT)	\$40.69	1	\$40.69
Budget Center: FACILITIES: BILLABLE				
2619046	Brighton Professional All-Purpose Cleaners & Spray Disinfectant, (BPR50873-A)	\$3.59	1	\$3.59
Budget Center: FACILITIES: BILLABLE				
887836	Coastwide Professional™ Recycled 2-Ply Standard Toilet Paper, White, 350 Sheets/Roll, 48 Rolls/Carton (CW20189)	\$30.69	1	\$30.69
Budget Center: FACILITIES: BILLABLE				
674246	Mr. Clean Professional Liquid Concentrate Finished Floor Cleaner, Lemon Scent, 1 Gallon (02621)	\$27.29	1	\$27.29
Budget Center: FACILITIES: BILLABLE				
2612136	Brighton Professional™ Aerosol Refill Metered Air Freshener, Citrus Blast, 7 Oz., 4/Ct (BPR50862-A)	\$20.39	1	\$20.39
Budget Center: FACILITIES: BILLABLE				

 Staples Business Advantage.

Item#	Item Description	Price	Quantity	Subtotal
24474489	Ammex Professional Series Powder Free Nitrile Exam Gloves, Latex Free, Large, 100/Box (AINPF46100)	\$12.49	1	\$12.49
Budget Center: FACILITIES: BILLABLE				
2612139	Brighton Professional™ Aerosol Refill Metered Air Freshener, Fresh Linen, 7 Oz., 4/Ct (BPR50858-A)	\$21.39	2	\$42.78
Budget Center: FACILITIES: BILLABLE				
2612136	Brighton Professional™ Aerosol Refill Metered Air Freshener, Citrus Blast, 7 Oz., 4/Ct (BPR50862-A)	\$20.39	1	\$20.39
Budget Center: FACILITIES: BILLABLE				
792739	Softsoap Soothing Clean Liquid Hand Soap Refill, Aloe Vera Scent, 1 Gallon (201900)	\$14.69	1	\$14.69
Budget Center: FACILITIES: BILLABLE				
Method of payment			Merchandise Total:	\$213.00
Invoiced - \$213.00			Total Invoiced:	\$213.00



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
12/23/23	ATL 1821005	8072713176
PLEASE PAY BY	TERMS	AMOUNT DUE
1/22/24	Net 30 Days	445.61

INVOICE

Staples

Federal ID #:04-3390816

BARTRAM SPRINGS
 CHEYENNE BARDROFF
 475 WEST TOWN PLACE STE 114
 SAINT AUGUSTINE, FL 32092

Bill to Account: 1070806

Remittance Page of Summary Invoice

Customer Service inquiries # 877-826-7755 Invoice Payment Inquiries 888-753-4106
 Make checks payable to Staples, PO Box 105748, Atlanta GA 30348-5748

TO ENSURE PROPER CREDIT, TEAR OFF AND RETURN THIS PORTION WITH YOUR PAYMENT

Customer Service inquiries # 877-826-7755 Invoice Payment Inquiries 888-753-4106

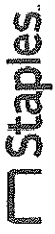


Please send payment to:

INVOICE DATE	CUSTOMER	SUMMARY INVOICE
12/23/23	ATL 1821005	8072713176
PLEASE PAY BY	TERMS	AMOUNT DUE
1/22/24	Net 30 Days	445.61
PLEASE ENTER AMOUNT PAID		

Staples
 PO Box 105748
 Atlanta, GA 30348-5748

ATL80727131760000445612



INVOICE SUMMARY

Staples

BARTRAM SPRINGS
CHRYSTINE BARDROFF
475 WEST TOWN PLACE STE 114
SAINT AUGUSTINE, FL 32092

Federal ID #:04-3390816

INVOICE DATE	CUSTOMER	SUMMARY INVOICE
12/23/23	ATL 1821005	8072713176
PLEASE PAY BY	TERMS	AMOUNT DUE
1/22/24	Net 30 Days	445.61

Bill to Account: 1070806

BUDGET CENTER	PURCHASE ORDER	RELEASE	ORDER NUMBER	INVOICE	NET	TAX MISC/FREIGHT	TOTAL
FACILITIES: BILLABLE			7622382187-000-001	3555391069	445.61	.00	445.61
SUBTOTAL FACILITIES: BILLABLE					445.61	.00	445.61
TOTAL					445.61	.00	445.61



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
12/23/23	ATL 1821005	8072713176
PLEASE PAY BY	TERMS	AMOUNT DUE
1/22/24	Net 30 Days	445.61

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1070806

Ship to Account: BARTRAM SPRINGS

BARTRAM SPRINGS
 CHEYENNE BARDROFF
 475 WEST TOWN PLACE STE 114
 SAINT AUGUSTINE, FL 32092

BARTRAM SPRINGS CDD
 ATTN: SUE O'LEAR
 14530 CHERRY LAKE DRIVE WEST
 JACKSONVILLE, FL 32258

P O Number :
 P O Desc :
 Release :
 Release Desc:

Invoice Number: 3555391069
 Order : 7622382187-000-001
 Ordered By : SUE O'LEAR
 Order Date : 12/21/23

Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
1	24531883	JSERIES AIRCARE RFL FRSHLN 6CT FACILITIES: BILLABLE	2		0 CT	2	29.99	59.98
2	503405	SCOTT 2-PLY TOILET TISSUE FACILITIES: BILLABLE	1		0 CT	1	66.88	66.88
3	24448545	BATH TISSUE 2 PLY 48 ROLLS/PK FACILITIES: BILLABLE	1		0 CT	1	41.99	41.99
4	814891	LINER WASTE 40X46 RECYCLED FACILITIES: BILLABLE	4		0 CT	4	69.19	276.76
Freight:		.00	Tax: (.0000 %)		.00		Sub-Total:	445.61
							Total:	445.61


RECEIVED
 DEC 24 2023
 BY: _____



7534 0100 NO RP 27 1.1272023 YNNNNNNN 0002263 53 T10

2283 1 AB 0.534

ACCOUNT INVOICE	
My Customer Number:	4209310
Please Pay By:	Upon Receipt
Total Due:	\$174.00

 BARTRAM SPRINGS
 475 W TOWN PL STE 114
 ST AUGUSTINE FL 32092-3649

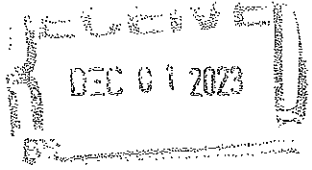
-  **PAY ONLINE**
TerminixCommercial.com
-  **PAY BY PHONE**
1.855.456.3631
-  **QUESTIONS**
• 1.800.TERMINIX
• TerminixCommercial.com

! YOUR ACCOUNT IS PAST DUE.

If you're having trouble paying your bill, we can work with you. Just call 1.800.TERMINIX to speak with a billing representative. You can also pay your bill online or by mail.



SERVICE DATE	DESCRIPTION OF SERVICES & SERVICE ADDRESS	INVOICE NUMBER	CHARGES	PAYMENTS / CREDITS	NET AMOUNT
10/23/2023	Pest Control Work Order 19733681722 Environmental and Safety Surcharge	439453046	\$167.00 \$7.00		\$174.00
	Location: 14530 CHERRY LAKE DR E, JACKSONVILLE FL 32258				




DUE DATE: Upon Receipt

TOTAL DUE: \$174.00

The environmental and safety surcharge covers ongoing costs required for maintaining environmental and safety initiatives for our employees and customers. This includes but is not limited to transportation improvements, safety training and service safety protocols as they may pertain to each industry we service. Limitations apply.

Please tear along line to remit.

 **Payment Options:**

- EasyPay automated payments (sign up at TerminixCommercial.com)
- Pay online at My Account at TerminixCommercial.com
- Pay by phone at 1.855.456.3631
- Pay by enclosed check
- Credit card payment. Please fill out the following:


Circle One: DISCOVER VISA MasterCard American Express
 (_____) Exp date: ____ / ____

Name (as it appears on credit card): _____
 Authorized Signature: _____
 Amount Due: **\$174.00**
 Amount Paid: _____

Invoice Number: 439453046
Customer Number: 4209310

BARTRAM SPRINGS
 475 WEST TOWN PL STE 114
 ST AUGUSTINE FL 32092



Sign up for EasyPay
 automated payments at
TerminixCommercial.com

REMIT TO:
 TERMINIX PROCESSING CENTER
 PO BOX 802155
 CHICAGO IL 60680-0


MAKE CHECK PAYABLE TO:

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

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

 	
CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

ACCOUNT NUMBER	DATE	BALANCE
709275	12/1/2023	\$1,842.00

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

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

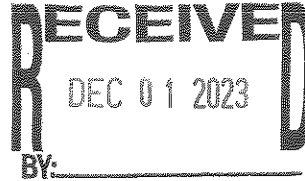
00000000021558001000000014217600000018420039

Please Return this invoice with your payment

Invoice Due Date 12/11/2023	Invoice 142176B	PO #
------------------------------------	------------------------	-------------

Invoice Date	Description	Quantity	Amount	Tax	Total
14530	Cherry Lake Drive East, Jacksonville, Fl Jacksonville, FL 32258				
12/1/2023	Water Management - Zone 1, Water Management - Zone 2		\$921.00	\$0.00	\$921.00
			\$921.00	\$0.00	\$921.00

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:

\$1842.00

This Invoice Total:

\$1842.00

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 #: 13610

Date: 11/29/23

Customer PO:

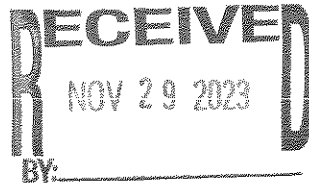
DUE DATE: 12/29/2023

BILL TO

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

FROM

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



DESCRIPTION

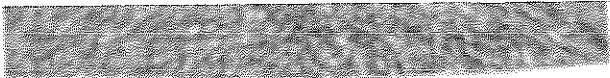
#13534 - Enhancement - Base Cut (5) Dead Pine Trees Near Sport Fields

AMOUNT

Near Sport Field in group of Pine Trees - Base cut (5) dead Pine Trees and haul away the debris.







<i>Landscape Enhancement</i>				<i>\$345.00</i>
Disposal Fee (Other)	1.00	\$115.00	\$115.00	
Labor and Prep (Labor)	5.00	\$46.00	\$230.00	

Invoice Notes:

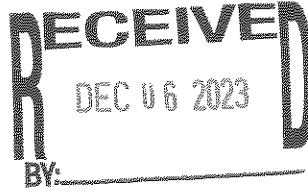
Thank you for your business!

AMOUNT DUE THIS INVOICE **\$345.00**

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 13834

Date: 11/30/23

Customer PO:

DUE DATE: 12/30/2023

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#13838 - Irrigation Repair - Mainline at Amenity Center

Irrigation Repair - Mainline break at the amenity center.

Landscape Enhancement

\$947.44

1-1/2 in. x 1-1/4 in Reducer (Material)	2.00	\$5.50	\$11.00
1-1/4 in. PVC (Material)	6.00	\$1.20	\$7.20
1-1/4 in. Slip Fix (Material)	1.00	\$17.16	\$17.16
2 in. Coupler (Material)	2.00	\$2.75	\$5.50
2 in. Tee (Material)	1.00	\$5.65	\$5.65
2 in. x 1-1/2 in. Reducer (Material)	2.00	\$7.10	\$14.19
3 in. Coupler (Material)	1.00	\$9.50	\$9.50
3 in. Slip Fix (Material)	1.00	\$30.05	\$30.05
4 in. Coupler (Material)	1.00	\$13.67	\$13.67
4 in. PVC (Material)	4.00	\$12.68	\$50.71
4 in. Tee (Material)	1.00	\$44.17	\$44.17
4 in. x 3 in. Reducer (Material)	2.00	\$18.07	\$36.14
Concrete (Material)	2.00	\$10.00	\$20.00
Irrigation Labor (Labor)	10.50	\$65.00	\$682.50

Invoice Notes:

Thank you for your business!

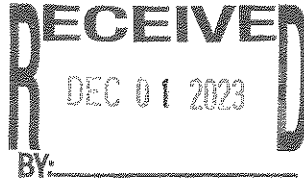
AMOUNT DUE THIS INVOICE

\$947.44

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 13704

Date: 12/01/23

Customer PO:

DUE DATE: 12/31/2023

BILL TO

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

FROM

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

DESCRIPTION

#13147 - Standard Maintenance Contract 2023-2024 December 2023

AMOUNT

\$16,207.26

Invoice Notes:

Thank you for your business!

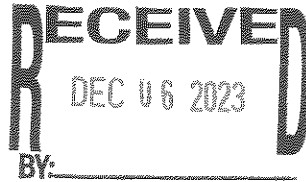
AMOUNT DUE THIS INVOICE

\$16,207.26

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 13842

Date: 12/06/23

Customer PO:

DUE DATE: 01/05/2024

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#13473 - Irrigation Proposal - Check Valve

Irrigation Proposal - Zones 1, 3, 4, 5, 15, 16 and 21 are not operating causing the Coyote to trip with water going nowhere. Need to locate valves and diagnose possible wire issues and eliminate possibility of bad solenoid. For the time being the Coyote sensitivity was reset to 10 mins to allow functioning zones to work.

Diagnostic only

<i>Landscape Enhancement</i>				<i>\$455.00</i>
Irrigation Tech (Labor)	7.00	\$65.00	\$455.00	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$455.00

Please See Our Updated Remittance Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 13974

Date: 12/21/23

Customer PO:

DUE DATE: 01/20/2024

BILL TO

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

FROM

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

DESCRIPTION

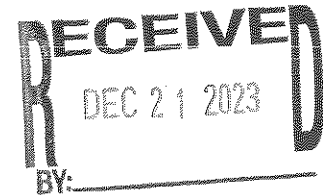
AMOUNT

#14008 - Enhancement - Pool Area

Pool area - Remove dying shrub on right of picture and fill void with 7-gallon Holly plants for along wall.

Remove remaining 2 ground cover plants (Agapanthus) and install a row of Liriope along the front.

Refresh mulch around new plantings.



Landscape Enhancement

\$380.17

Brown Mulch 2 cu. ft. (Material)	3.00	\$7.98	\$23.93
Dwarf Burfordii Holly (Material)	3.00	\$64.63	\$193.88
Labor and Prep (Labor)	1.00	\$46.00	\$46.00
Liriope, Emerald Goddess - (e) (Kit)	5.00	\$23.27	\$116.36

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$380.17

**Please See Our
Updated Remittance
Information**

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 13975

Date: 12/21/23

Customer PO:

DUE DATE: 01/20/2024

BILL TO

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

FROM

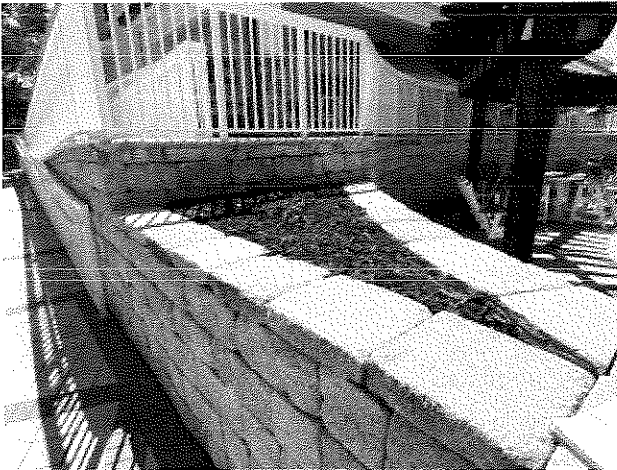
VerdeGo
PO Box 789
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

AMOUNT

#14009 - Enhancement - Pool Area - Fill Empty Bed

Pool Area - Fill empty bed with Liriope plants and refresh around them with brown mulch



<i>Landscape Enhancement</i>				\$387.54
Brown Mulch 2 cu. ft. (Material)	2.00	\$7.98	\$15.95	
Labor and Prep (Labor)	0.50	\$46.00	\$23.00	
Liriope, Emerald Goddess - (e) (Kit)	15.00	\$23.24	\$348.59	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$387.54

**Please See Our
Updated Remittance
Information**

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 13976

Date: 12/21/23

Customer PO:

DUE DATE: 01/20/2024

BILL TO

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

FROM

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

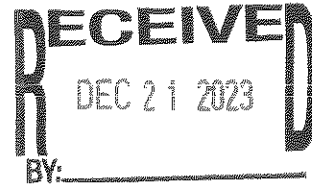
DESCRIPTION

AMOUNT

#14010 - Enhancement - Pool Area Fill In

Pool Area - Fill voids by extending Holly hedge, extending Juniper plants and filling voids on upper landscape bed by installing additional Liriope.

Refresh mulch around new plantings.





<i>Landscape Enhancement</i>				<i>\$861.03</i>
Brown Mulch 2 cu. ft. (Material)	4.00	\$7.98	\$31.90	
Dwarf Burfordii Holly (Material)	5.00	\$64.63	\$323.13	
Juniper Parsonii - (e) (Kit)	5.00	\$22.28	\$111.41	
Labor and Prep (Labor)	1.00	\$46.00	\$46.00	
Liriope, Emerald Goddess - (e) (Kit)	15.00	\$23.24	\$348.59	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$861.03

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

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

Invoice # 415589
Date 11/30/2023
Terms Net 30
Due Date 12/30/2023
Memo Maintenance Services

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
Pressure washing	1	1,446.00	1,446.00
Total			1,446.00

RECEIVED
DEC 28 2023
BY: _____



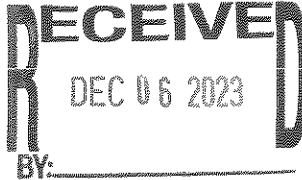
Invoice

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

Invoice # 415690
Date 11/30/2023
Terms Net 30
Due Date 12/30/2023
Memo

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
Billable Expenses			96.75
Pool chemicals			523.60
Pool chemicals			91.81
Pool chemicals			448.37
W.WHEELER - THE HOME DEPOT - Christmas decorations			1,160.53
Total Billable Expenses			

Total 1,160.53

EMAIL



HX - FC - JACKSONVILLE - 34
 8297 PHILLIPS HWY * JACKSONVILLE, FL 32256
 PHONE: 904-730-9555 * FAX: 904-730-5672

Invoice	525320
Document	266686
Date	11/03/23
Print Time	10:52PM

Sold To:	340900	PHONE: 904-355-1831	Ship To:	TEMP
	VESTA PROPERTY SVCS			VESTA PROPERTY SVCS
	245 RIVERSIDE AVE STE 300			14530 CHERRY LAKE DR E
	JACKSONVILLE, FL 32202			JACKSONVILLE, FL 32258

Customer PO Number	Order Taken By	Time	Terms	Order Pulled By:
STOCK	NKL	1:58PM	1% 10TH/N 2OTH NET 20 TH	Order Checked Out By:
Order Date	Carrier	Ship Date	Order Delivered By: Route: ZZZ	
11/01/23	TRUCK	11/03/23		

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
4		4	BS-50	EA	BICARB - 50LB		22.50	90.00

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

RECEIVED BY: _____
PLEASE SIGN AND PRINT NAME IN BLACK INK

PAYMENT RECEIVED

Cash Check Credit Card
 Number: _____
 Amount: _____
 Received By: _____

Subtotal	90.00
Discount/Fa	
Taxable Subtotal	90.00
Tax	6.75
Freight	.00
Total	96.75



EMAIL

HX - FC - JACKSONVILLE - 34
 8297 PHILLIPS HWY * JACKSONVILLE, FL 32256
 PHONE: 904-730-9555 * FAX: 904-730-5672



Invoice	549308
Document	273736
Date	11/28/23
Print Time	7:30PM

Sold To:	340900	PHONE: 904-355-1831	Ship To:	SAME
	VESTA PROPERTY SVCS			VESTA PROPERTY SVCS
	245 RIVERSIDE AVE STE 300			245 RIVERSIDE AVE STE 300
	JACKSONVILLE, FL 32202			JACKSONVILLE, FL 32202

Customer PO Number	Order Taken By	Time	Terms	Order Pulled By:
BARTRAM SPRINGS	JKH	7:31AM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:
Order Date	Carrier	Ship Date	Order Delivered By: Route: CTR	
11/10/23	COUNTER	11/28/23		

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
1		1	*300-5000A	EA	SPLASH HOUSING ASSEMBLY FOR CHAIR LIFT		463.81	463.81

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

RECEIVED BY: _____
PLEASE SIGN AND PRINT NAME IN BLACK INK

PAYMENT RECEIVED
 Cash Check Credit Card
 Number: _____
 Amount: _____
 Received By: _____

Subtotal	463.81
Discount/Fa	
Taxable Subtotal	463.81
Tax	34.79
Freight	25.00
Total	523.60



EMAIL



HX - FC - JACKSONVILLE - 34
 8297 PHILLIPS HWY * JACKSONVILLE, FL 32256
 PHONE: 904-730-9555 * FAX: 904-730-5672

Invoice	549319
Document	284079
Date	11/28/23
Print Time	8:50PM

Sold To:	340905	PHONE: 904-355-1831	Ship To:	SAME
	VESTA PROPERTY SVCS NOTAX			VESTA PROPERTY SVCS NOTAX
	245 RIVERSIDE AVE STE 300			245 RIVERSIDE AVE STE 300
	JACKSONVILLE, FL 32202			JACKSONVILLE, FL 32202

Customer PO Number	Order Taken By	Time	Terms	Order Pulled By:
BARTRAM SPRINGS	ZNC	10:11AM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:
Order Date	Carrier		Ship Date	Order Picked Up By:
11/27/23	COUNTER		11/28/23	Order Delivered By: Route: CTR

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
2		2	PA560	EA	PIRANHA LEAF NET COMPLETE WITH DEEP BAG		42.70	85.40

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

RECEIVED BY: _____
PLEASE SIGN AND PRINT NAME IN BLACK INK

PAYMENT RECEIVED
 Cash Check Credit Card
 Number: _____
 Amount: _____
 Received By: _____

Subtotal	85.40
Discount/Fa	
Taxable Subtotal	85.40
Tax	6.41
Freight	.00
Total	91.81





**How doers
get more done.**

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00063 42141 11/21/23 03:00 PM
SALE CASHIER HILLARY

032887990846 44" CNDYCNE <A>	
44 IN JUMBO TINSEL CANDY CANE	
3@9.98	29.94N
191421081706 22"NUTCRACKR <A>	39.98N
22 IN COASTAL NUTCRACKER 2PK PINK/BL	
887480014075 ANGLE GAUGE <A>	20.98N
ANGLE SLD ALUM 36X1 1/2X1/8	
887480015775 3/16X4RNRDPL <A>	
ROD ROUND STL 48X3/16X3/16	
3@5.31	15.93N
708016990161 PRP&SLVORN <A>	5.98N
8 IN PURPLE ORNAMENT	
029944599920 3GIFTBOXES <A>	59.98N
3-PIECE LED GIFT BOXES Y17	
708016882244 G/SORNAMENT <A>	5.98N
8 IN GOLD/SILVER SNOWFLAKE ORNAMENT	
708016882213 GDORNAMENT <A>	
8 IN GOLD ORNAMENT	
2@5.98	11.96N
029944576365 100L LED C9 <A>	
100L MULTI C9 LED LIGHTS	
3@32.98	98.94N
030878268981 OUTDR TMER <A>	
MYTOUCHSMART OUTDOOR DIGITAL TIMER 2	
3@25.98	77.94N
756847002720 EXT. CORD <A>	9.88N
HDX 15' 16/3 INDOOR/OUTDOOR EXT CORD	
037064113520 PAIL OPENER <A>	4.98N
ANVIL 5-IN-1 PAIL OPENER TOOL	
NLP Savings \$1.00	
818897011265 ADAPTER <A>	9.98N
5 OL OUTDOOR ADAPTER, GRN	
020066295189 PRIMER <A>	
MOLD BLOCKING PRIMER AEROSOL	
2@19.98	39.96N
020066011604 SR51FLTWHITE <A>	
STOPS RUST 5 IN 1 FLAT WHITE	
2@7.98	15.96N

SUBTOTAL 448.37
TAX + PIF 0.00

TAX EXEMPT

TOTAL \$448.37

XXXXXXXXXXXX2784 AMEX

USD\$ 448.37

AUTH CODE 876574/7638315

TA

Chip Read

AID A000000025010801 AMERICAN EXPRESS

1324 11/21/23 03:00 PM



1324 63 42141 11/21/2023 2966

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	02/19/2024

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 85895 84634

PASSWORD: 23571 84571

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.



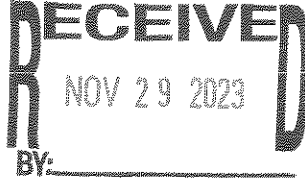
Invoice

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

Invoice # 415270
Date 12/01/2023
Terms Net 30
Due Date 12/31/2023
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	16,262.83	16,262.83
Pool Maintenance Services at Bartram Club Pool (excludes pool chemicals)	1	2,579.58	2,579.58
General Facility Maintenance Services	1	6,329.17	6,329.17
Janitorial Services	1	1,662.50	1,662.50
Gym Monitoring Services	1	2,854.33	2,854.33
Field Operation Services	1	7,318.09	7,318.09
Mobile App / website	1	208.33	208.33

Total 37,214.83

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
S99093	12/11/23

BILL TO: #104532

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

SERVICE PERFORMED AT:

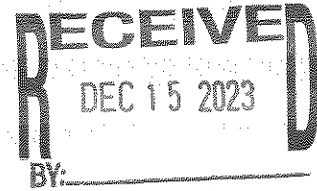
BARTRAM SPRINGS AMENITY CENTER
14530 CHERRY LAKE DR E
JACKSONVILLE FL 32258

Site # : 104532-001

Return this portion with payment

Amount Paid: _____

Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #
12/08/23	194767			30	SA0	
DESCRIPTION						
Reported by: Winslow 904-318-0797						
Trouble Code: NTR - NOTHING RUNS						
billable/units in gym not running/avail. until 7p						
BRAND [MODEL # / SERIAL #] SERVING AREA						
LENNO CBX27UH-060-230 / 1617A11565 FITNESS BLDG						
Gym A/H-1: Leak searched this unit. Leak hit at the evaporator coil. Unit has dye in the system, refrigerant loss. Recommend evaporator coil replacement.						
LENNO CBX27UH-048-230 / 1617B00751 FITNESS BLDG						
Gym A/H-2: Leak search performed. Found leak at evaporator coil. Recommend replacement. This unit is almost completely empty of refrigerant, so new refrigerant is also needed.						
TECH	DATE	RECEIVED	ARRIVED	DEPARTED		
103	12/08/23	16:00:00	16:45:00	17:45:00		
103	12/11/23	13:15:00	13:45:00	15:15:00		
12/08/23	1 MECH	R/T	1.00 HRS @	89.25	89.25	
12/08/23	1 MECH	T/T	.50 HRS @	89.25	44.62	
12/08/23	1 MECH	N/C	.25 HRS @	89.25	.00	
12/11/23	1 MECH	R/T	1.50 HRS @	89.25	133.88	
Continued on page 2						



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.



INVOICE

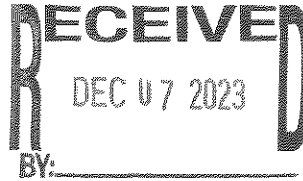
INVOICE #: 913019488
INVOICE DATE: 12/07/23
CUSTOMER NUMBER: Vest002
SERVICE ORDER: 19002338
CUSTOMER PO:

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

----> INVOICE TOTAL DUE: \$ 728.00

DUE DATE: 01/06/24

TERMS: NET 30 DAYS



For work performed at:
 Bartram Springs Amenity Center
 14530 Cherry lake Drive East,

LABOR

DATE	DESCRIPTION	HOURS	HOUR TYPE	RATE	EXTENDED
12/03/23	Brandon L Sullivan	4.00	OVT	182.00	728.00
Labor-Subtotal only:					728.00

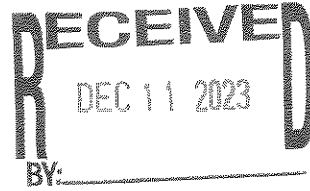
COMMENTS

12/03/23 Visit 325680 - Brandon L Sullivan: Unit was not running. Bad storm last night. Reset at disconnect. Unit came on and started cooling. Watched unit for a bit and checked pressures and temperature split across coil. Everything checked out.

TOTAL BEFORE TAX: 728.00
TAX: 0.00
INVOICE GRANDTOTAL: 728.00

Please note: Interest will accrue on past due invoices at the maximum rate allowed by law.
REMIT TO: WW Gay Mechanical Contractor 524 Stockton Street Jacksonville, FL 32204
904-388-2696

10K CREATIVE
3627 DuPont Ave Ste 900
Jacksonville, FL 32217 US
info@10kcreative.co



INVOICE

BILL TO
Bartram Springs CDD
475 West Town Place Ste 114
St Augustine FL 3209

SHIP TO
Bartram Springs CDD
475 West Town Place Ste
114
St Augustine FL 3209

INVOICE # 2362
DATE 12/06/2023
DUE DATE 01/05/2024
TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Installation		1	225.00	225.00
	Banner	Thanksgiving Banners 3x5 Double Sided	4	1.00	4.00T

Christmas Banners - Labor to BTB Lighting	SUBTOTAL	229.00
	TAX	0.00
	TOTAL	229.00
	BALANCE DUE	\$229.00



First Coast SoftWash & Paver Sealing

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

☎ (904) 318-0797
 ✉ wwheeler@vestapropertyservices.com

INVOICE	#347
INVOICE DATE	Jan 10, 2024
DUE	Upon receipt
DEPOSIT DUE	\$3,684.75

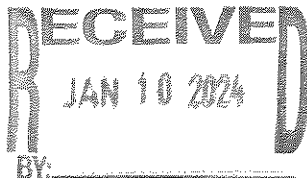
CONTACT US

706 Grampian Highlands Dr
 Saint Johns, FL 32259

☎ (904) 615-6841
 ✉ thomas@firstcoastsoftwash.com

INVOICE

Services	qty	unit price	amount
Paver Strip, Clean, Sand, & Ure-Seal - Level 1	3560.0	\$2.50	\$8,900.00



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
<p>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.</p>			
Paver Strip, Clean, Sand, & Ure-Seal - Gazebo 1	747.0	\$2.50	\$1,867.50

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 Strip, Clean, Sand, & Ure-Seal - Gazebo 2	769.0	\$2.50	\$1,922.50
---	-------	--------	------------

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.

Subtotal	\$17,340.00
Commercial Client Discount	- \$2,601.00
Total	\$14,739.00
Deposit	\$3,684.75

Thank you for your business!

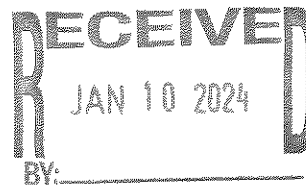
Beacon Electrical Contractors, Inc.

731 Duval Station Rd. Suite 107-306
Jacksonville, Florida 32218
Phone: 904-338-5394
Fax: 904-751-6583

INVOICE #231216

Date: 12-26-2023

To: Vesta Property Services
200 Business Park Circle, Suite 109
St. Augustine, FL 32095



Attn: Winslow Wheeler
Phone: 904-217-0925
Email: wwheeler@vestapropertyservices.com

WORK COMPLETED @ Bartram Springs :

-Install new 125amp pool pump breaker over heating and tripping.	
-Materials	\$ 2,873.00
-Labor 4 hours @ 150.00 per hour	<u>600.00</u>

TOTAL INVOICE AMOUNT \$ 3,473.00

Net Due Upon Receipt

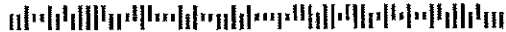
All work has been completed in a workmanlike manner according to standard practices and the National Electrical Codes. All work has a *one-year warranty* effective as of the date of this invoice.

Florida Natural Gas
 PO BOX 570828
 Atlanta, GA 30357

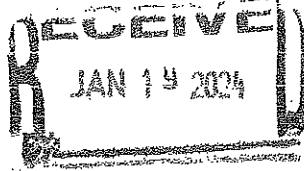
Phone: 877-436-4427 Fax: 844-393-9006
 Email: customerservice@onlyfng.com

INVOICE

MDG2024 00000260 00



Bartram Springs CDD
 Accounts Payable
 475 West Town Place Suite 114
 St Augustine, FL 32092-0000



Billing Group #:	38487
Invoice Date:	January 12, 2024
Invoice #:	958017ES
Due Date:	February 05, 2024
Current Charges:	\$8.59
Last Payment:	\$15.14
Payment Date:	December 19, 2023
Prior Balance Due:	\$0.00
Total Amount Due:	\$8.59



Description	Term	Therm	Cost
INSIDE FERC FGT Z3	12/04/23 - 01/09/24	4.10	\$1.66
Fuel	12/04/23 - 01/09/24	0.10	\$0.04
Commodity Charges Sub Total:		4.20	\$1.70
Transportation			\$0.34
Transportation Charges Sub Total:			\$0.34
Customer Charge			\$5.95
Miscellaneous Charges Sub Total:			\$5.95
Pre-Tax Sub Total:			\$7.99
Sales Taxes			\$0.60
Taxes Sub Total:			\$0.60
Total Current Charges:			\$8.59

ARE YOU USING CLICK?

FNG commercial customers can access all their accounts in one place, pay online, enroll in paperless billing and even analyze energy costs! Get your access to the CLICK portal by visiting click.onlyfng.com or contacting your energy manager.

Please detach and remit this portion with your payment

Billing Group #:	38487	Bartram Springs CDD
Invoice Date:	January 12, 2024	Accounts Payable
Invoice #:	958017ES	475 West Town Place Suite 114
Due Date:	February 05, 2024	St Augustine, FL 32092-0000
Current Charges:	\$8.59	
Last Payment:	\$15.14	
Payment Date:	December 19, 2023	
Prior Balance Due:	\$0.00	
Total Amount Due:	\$8.59	
Amount Paid:		

Make Checks Payable To: Florida Natural Gas
 Please include your Billing Group # on your check.

Wire/ACH Payment To:
 If you are interested in setting up ACH payments with Florida Natural Gas, please contact our Customer Care team at 877.436.4427 for additional information.

Mail Payment To:
 Florida Natural Gas
 P.O. Box 934726
 Atlanta, GA 31193-4726





Florida Natural Gas®

Phone: 877-436-4427 Fax: 844-393-9006
Email: customerservice@onlyfng.com

Page 2 of 2

Invoice #: 958017ES

Account Detail

Service Address:	14530 Cherry Lake Dr E	City, State:	Jacksonville, FL
Utility:	TECO - Peoples Gas	Utility Account #:	211003320143

Current Charges

Natural Gas - Commodity

Description	Term	Therm	Price	Cost
INSIDE FERC FGT Z3	12/04/23 - 01/09/24	4.10	\$0.4040	\$1.66
Fuel	12/04/23 - 01/09/24	0.10	\$0.4040	\$0.04
Totals:		4.20		\$1.70

Transportation Charges

Description	Units	Price	Cost
Transportation	4.10	\$0.0828	\$0.34
Totals:			\$0.34

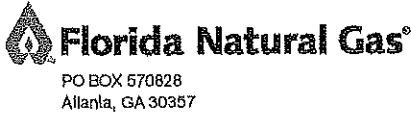
Miscellaneous Charges

Description	Cost
Customer Charge	\$5.95
Totals:	\$5.95

Taxes

Description	Cost
Duval County Tax	\$0.12
Florida State Tax	\$0.48
Totals:	\$0.60

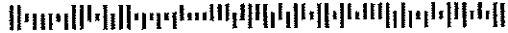
Total Account Charges: \$8.59



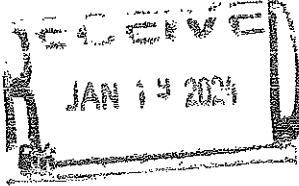
Phone: 877-436-4427 Fax: 844-393-9006
 Email: customerservice@onlyfng.com

Invoice

MDG2024 00000261 00



Bartram Springs CDD
 Accounts Payable
 475 West Town Place Suite 114
 St Augustine, FL 32092-0000



Billing Group #:	38488
Invoice Date:	January 12, 2024
Invoice #:	958018ES
Due Date:	February 05, 2024
Current Charges:	\$12.48
Last Payment:	\$21.54
Payment Date:	December 19, 2023
Prior Balance Due:	\$24.93
Total Amount Due:	\$37.41



Description	Term	Therm	Cost
INSIDE FERC FGT Z3	12/04/23 - 01/09/24	11.40	\$4.61
Fuel	12/04/23 - 01/09/24	0.28	\$0.11
		Commodity Charges Sub Total:	11.68
			\$4.72
			\$0.94
		Transportation Charges Sub Total:	\$0.94
			\$5.95
		Miscellaneous Charges Sub Total:	\$5.95
		Pre-Tax Sub Total:	\$11.61
			\$0.87
		Taxes Sub Total:	\$0.87
		Total Current Charges:	\$12.48
		Prior Balance Due:	\$24.93
		Total Amount Due:	\$37.41

ARE YOU USING CLICK?

FNG commercial customers can access all their accounts in one place, pay online, enroll in paperless billing and even analyze energy costs! Get your access to the CLICK portal by visiting click.onlyfng.com or contacting your energy manager.

Please detach and remit this portion with your payment

Billing Group #:	38488	Bartram Springs CDD Accounts Payable 475 West Town Place Suite 114 St Augustine, FL 32092-0000
Invoice Date:	January 12, 2024	
Invoice #:	958018ES	
Due Date:	February 05, 2024	
Current Charges:	\$12.48	
Last Payment:	\$21.54	
Payment Date:	December 19, 2023	
Prior Balance Due:	\$24.93	
Total Amount Due:	\$37.41	
Amount Paid:		

Make Checks Payable To: Florida Natural Gas
 Please include your Billing Group # on your check.

Wire/ACH Payment To:
 If you are interested in setting up ACH payments with Florida Natural Gas, please contact our Customer Care team at 877.436.4427 for additional information.

Mail Payment To:
 Florida Natural Gas
 P.O. Box 934726
 Atlanta, GA 31193-4726





Florida Natural Gas

Phone: 877-436-4427 Fax: 844-393-9006
Email: customerservice@onlyfng.com

Page 2 of 2

Invoice #: 958018ES

Account Detail

Service Address:	14530 Cherry Lake Dr E	City, State:	Jacksonville, FL
Utility:	TECO - Peoples Gas	Utility Account #:	221003032432

Current Charges

Natural Gas - Commodity

Description	Term	Therm	Price	Cost
INSIDE FERC FGT Z3	12/04/23 - 01/09/24	11.40	\$0.4040	\$4.61
Fuel	12/04/23 - 01/09/24	0.28	\$0.4040	\$0.11
Totals:		11.68		\$4.72

Transportation Charges

Description	Units	Price	Cost
Transportation	11.40	\$0.0828	\$0.94
Totals:			\$0.94

Miscellaneous Charges

Description	Cost
Customer Charge	\$5.95
Totals:	\$5.95

Taxes

Description	Cost
Duval County Tax	\$0.17
Florida State Tax	\$0.70
Totals:	\$0.87

Total Account Charges: \$12.48

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-5819064
DATE 01/16/2024
DUE DATE 01/16/2024
TERMS Due on receipt

PROJECT ADDRESS
14530 E Cherry Lake

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Engineering			
	Structural assessment by Florida licensed professional engineer and inspector.	1	550.00	550.00
	Stamped Report	1	350.00	350.00
	Sales - Credit Card Processing Fee	1	30.00	30.00

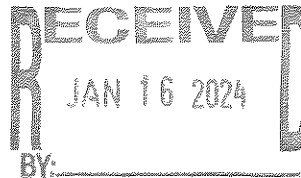
Please respond to this email or 904.821.7300 to schedule your project or process payment.

BALANCE DUE

\$930.00

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

We truly appreciate your trust and business.



Gifts Galore®

P.O. Box 2208
Suwanee, GA 30024

800-662-6777
888-243-2391 (fax)
mail@giftsgalorestore.net

Invoice 0039302

Date 1/9/2024

Bill To

Bartram Springs CDD
14530 Cherry Lake Drive East
Jacksonville, FL 32204

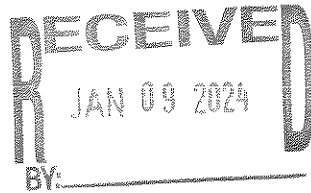
Stephanie Taylor
9048805156
bartramclub@comcast.net

Ship To

Bartram Springs
14530 Cherry Lake Drive East
Jacksonville, FL 32258

Attn: Stephanie Taylor

Ship Via	PO	Reference	Rep	Terms
Fedex		ship now	MB	Consignment
Description	Quantity	Price	Amount	
Easter Egg Filled - 1 Candy (1000) 21001-1000	6 Ea	145.00 Ea	870.00	



Order Total \$870.00



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 special meeting of the Board of Supervisors of the Bartram Springs Community Development District will be held on Monday, January 22, 2024, 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

Jan. 4 00 (24-00108D)

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

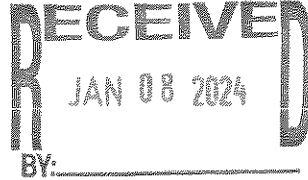
Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

January 8, 2024

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



Reference: Invoice No. 3338672
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. 3338672
1923-1

Re: Bartram Springs-General Counsel

For Professional Legal Services Rendered

11/02/23	W. Haber	0.40	140.00	Review RFQ for engineering services; confer with Sweeting regarding same
11/06/23	W. Haber	0.90	315.00	Review scope for landscape maintenance RFP; prepare resolution authorizing RFP; begin preparation of RFP package
11/07/23	W. Haber	0.80	280.00	Confer with Sweeting regarding status of basketball court agreement; review and revise Vesta renewal agreement
11/08/23	W. Haber	0.70	245.00	Prepare resolution adopting annual user rate; revise agreement for awning installation
11/10/23	W. Haber	0.70	245.00	Review documents for landscape RFP and property management RFP; begin drafts of same
11/21/23	W. Haber	0.70	245.00	Confer with counsel for Vesta regarding indemnification provision

KUTAK ROCK LLP

Bartram Springs CDD
January 8, 2024
Client Matter No. 1923-1
Invoice No. 3338672
Page 2

11/22/23	W. Haber	0.70	245.00	Begin preparation of RFP packages for amenity management and landscape maintenance
11/27/23	W. Haber	0.60	210.00	Confer with Jusevitch regarding amenity RFP and Magee regarding landscape RFP
11/27/23	K. Jusevitch	1.10	159.50	Prepare amenity management proposal package and confer with Haber
11/27/23	K. Magee	1.20	318.00	Begin drafting of Landscape Maintenance RFP
11/28/23	K. Magee	3.80	1,007.00	Complete initial draft of Landscape Maintenance RFP Package
11/29/23	W. Haber	0.90	315.00	Review and revise RFP package for amenity and maintenance management services
11/30/23	W. Haber	0.70	245.00	Review and revise notices for amenity and landscape RFPs; revise packages; confer with Oliver

TOTAL HOURS 13.20

TOTAL FOR SERVICES RENDERED \$3,969.50

TOTAL CURRENT AMOUNT DUE \$3,969.50

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

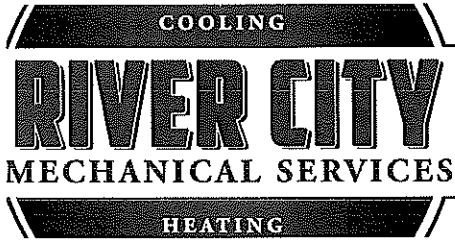
INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
32673	01/15/2024	\$365.00	01/29/2024	Net 14	

DESCRIPTION	QTY	RATE
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 clubhouse	1	135.00

BALANCE DUE \$365.00

RECEIVED
 JAN 16 2024
 BY: _____

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



River City Mechanical Services LLC

Bartram springs amenities
 14530 E Cherry Lake Dr
 Jacksonville, FL 32258

INVOICE	#1831
SERVICE DATE	Jan 12, 2024
DUE	Upon receipt
AMOUNT DUE	\$140.00

CONTACT US

2553 Powers Ave
 Jacksonville, FL 32207

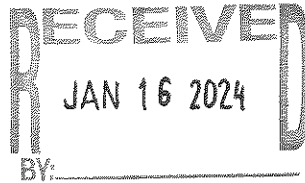
(904) 318-0797
 wwheeler@vestapropertyservices.com

(904) 257-5292
 Chris.Pappas@RC-Mechanical.com

Service completed by: Justin Starling

INVOICE



Services	amount
Commercial Service Found the unit had a bad belt due to it being loose. Belt most likely pulled off the pulley and got wrapped around the pulley. After replacing and aligning the belt the unit is now working properly.	\$140.00
Total	\$140.00



MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
Aquatic 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	1/2/2024	\$299.00

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

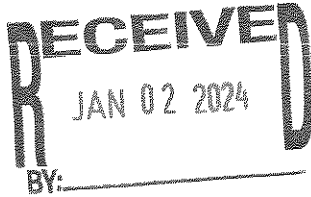
00000000215580010000001492360000002990008

Please Return this invoice with your payment and notify us of any changes to your contact information.

BARTRAM SPRINGS CDD	14530 Cherry Lake Drive East, Jacksonville, FL	Jacksonville, FL 32258
Invoice Due Date 1/11/2024	Invoice 149236B	PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
1/1/2024	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:	\$5724.50	This Invoice Total:	\$299.00
--	-----------	----------------------------	----------

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

Customer #: 709275	Corporate Address
Portal Registration #: 7CA2D48A	4651 Salisbury Rd, Suite 155
Customer E-mail(s): WWHEELER@VESTAPROPERTYSERVICES.COM, bperegrino@gmsnf.com	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



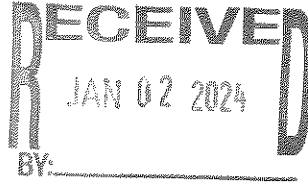
Invoice

Invoice #: 14142

Date: 01/02/24

Customer PO:

DUE DATE: 02/01/2024



BILL TO

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

FROM

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

DESCRIPTION	AMOUNT
#13147 - Standard Maintenance Contract 2023-2024 January 2024	\$16,207.26

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **\$16,207.26**

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

Invoice #: 14233

Date: 01/15/24

Customer PO:

DUE DATE: 02/14/2024

BILL TO

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

FROM

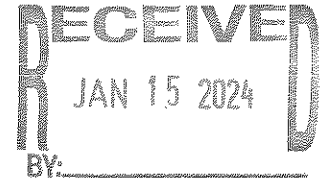
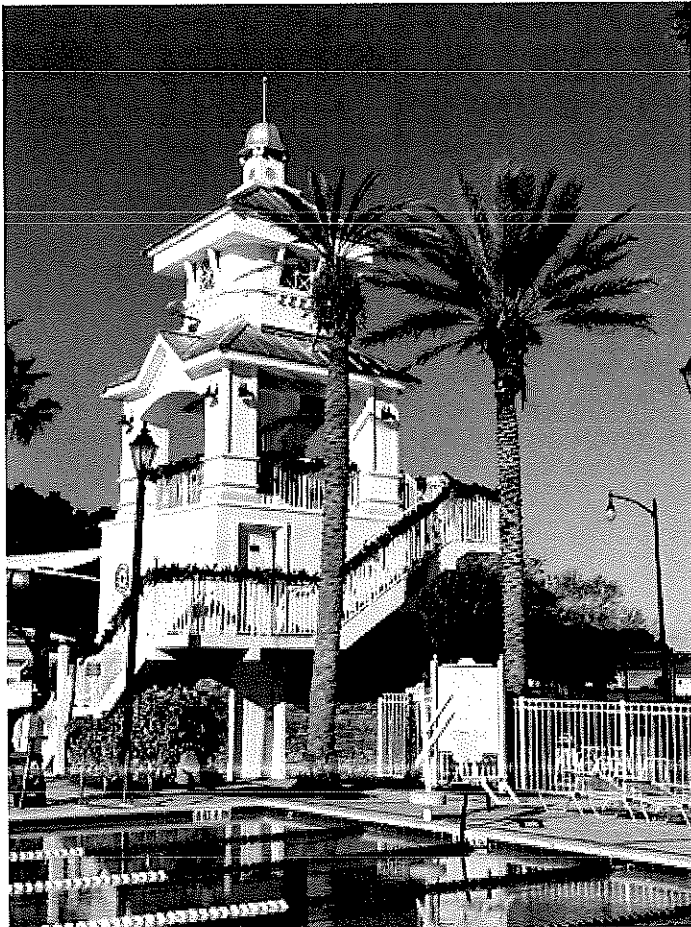
VerdeGo
PO Box 789
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#14100 - Enhancement - Pool Area - Base Cut/Stump Grind Dying Medjool Palm

AMOUNT

Pool Area - Base cut/stump grind the dying Medjool Palm then add mulch to the bed. The palm may be dying from Ganaderma and if so, I would not put another palm back in the area.



Landscape Enhancement

Base Cut/Stump Grind 1 Medjool Palm (Sub)

1.00

\$1,475.00

\$1,475.00

\$1,475.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$1,475.00

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com



Invoice

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

Invoice # 415969
Date 01/01/2024
Terms Net 30
Due Date 01/20/2024
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	16,262.83	16,262.83
Pool Maintenance Services at Bartram Club Pool (excludes pool chemicals)	1	2,579.58	2,579.58
General Facility Maintenance Services	1	6,329.17	6,329.17
Janitorial Services	1	1,662.50	1,662.50
Gym Monitoring Services	1	2,854.33	2,854.33
Field Operation Services	1	7,318.09	7,318.09
Mobile App / website	1	208.33	208.33

Total 37,214.83

RECEIVED
R JAN 04 2024 D
BY: _____



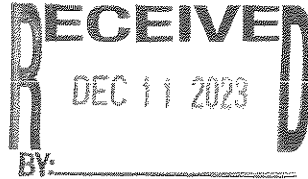
Invoice

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

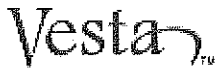
Invoice # 415855
Date 12/07/2023
Terms Net 30
Due Date 01/06/2024
Memo Maintenance Services

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
Assistant in removing and disposing median bollards	1	195.00	195.00
Total			195.00



Invoice

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

Invoice # 416319
Date 12/31/2023
Terms Net 30
Due Date 01/30/2024
Memo Lifeguard Hours

Bill To

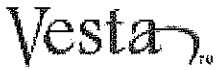
Bartram Springs C.D.D.
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Santa event and kids activity night	26.46	21.00	555.66

Thank you for your business.

Total 555.66

RECEIVED
JAN 04 2024
BY: _____



Invoice

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

Invoice # 416473
Date 12/31/2023
Terms Net 30
Due Date 01/30/2024
Memo

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
Billable Expenses			
W.WHEELER - THE HOME DEPOT - keys			63.77
S.LEAR - THE HOME DEPOT - facility keys			56.37
Total Billable Expenses			120.14

Total 120.14

RECEIVED
JAN 09 2024
BY: _____



How doers
get more done.

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00064 47163 12/20/23 01:30 PM
SALE CASHIER HANNAH

736511500684 68SCHLAGEKEY <A> 39.70
68 KEY SCHLAGE
10@3.97
094664048805 KEYRINGAL <A> 12.97
KEYRING LOCKER S-BINER ALUMINUM

SUBTOTAL 52.67
TAX + PIF 3.70
TOTAL \$56.37

XXXXXXXXXXXX2615 AMEX USD\$ 56.37
AID A000000025010801 AMERICAN EXPRESS

AUTH CODE 841999/8640324
Chip Read TA

1324 12/20/23 01:30 PM



1324 64 47163 12/20/2023 3854

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 03/19/2024

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 95939 94679
PASSWORD: 23620 94615

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
get more done.

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00063 03952 12/17/23 10:56 AM
SALE SELF CHECKOUT

046500164798 RAID A&R LMN <A>	
RAID A&R KLR LMN 17.5 OZ.	
205.97	11.94
037504086759 MKBRASSKEY <A>	
MINUTE KEY BRASS KEY	
1203.97	47.64

SUBTOTAL	59.58
TAX + PIF	4.19
TOTAL	\$63.77

XXXXXXXXXXXX2784 AMEX USD\$ 63.77
 AUTH CODE 842005/1633580 TA
 Chip Read
 AID A000000025010801 AMERICAN EXPRESS

1324 12/17/23 10:56 AM



1324 63 03952 12/17/2023 0440

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 03/16/2024

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 9517 8256
PASSWORD: 23617 8193

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.



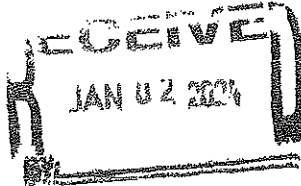
Phone: 877-436-4427 Fax: 844-393-9006
 Email: customerservice@onlyfng.com

Invoice

MDG2023 00000090 00



Bartram Springs CDD
 Accounts Payable
 475 West Town Place Suite 114
 St Augustine, FL 32092-0000



Billing Group #:	38488
Invoice Date:	December 12, 2023
Invoice #:	942089ES
Due Date:	January 04, 2024
Current Charges:	\$24.93
Last Payment:	
Payment Date:	
Prior Balance Due:	\$21.54
Total Amount Due:	\$46.47



Description	Term	Therm	Cost
INSIDE FERC FGT Z3	11/01/23 - 12/04/23	35.40	\$13.95
Fuel	11/01/23 - 12/04/23	0.86	\$0.34
Commodity Charges Sub Total:		36.26	\$14.29
Transportation			\$2.95
Transportation Charges Sub Total:			\$2.95
Customer Charge			\$5.95
Miscellaneous Charges Sub Total:			\$5.95
Pre-Tax Sub Total:			\$23.19
Sales Taxes			\$1.74
Taxes Sub Total:			\$1.74
Total Current Charges:			\$24.93
Prior Balance Due:			\$21.54
Total Amount Due:			\$46.47

ARE YOU USING CLICK?

FNG commercial customers can access all their accounts in one place, pay online, enroll in paperless billing and even analyze energy costs! Get your access to the CLICK portal by visiting click.onlyfng.com or contacting your energy manager.

Please detach and remit this portion with your payment

Billing Group #:	38488	Bartram Springs CDD Accounts Payable 475 West Town Place Suite 114 St Augustine, FL 32092-0000
Invoice Date:	December 12, 2023	
Invoice #:	942089ES	
Due Date:	January 04, 2024	
Current Charges:	\$24.93	
Last Payment:		
Payment Date:		
Prior Balance Due:	\$21.54	
Total Amount Due:	\$46.47	
Amount Paid:		

Make Checks Payable To: Florida Natural Gas

Please include your BILLING Group # on your check.

Wire/ACH Payment To:

If you are interested in setting up ACH payments with Florida Natural Gas, please contact our Customer Care team at 877.436.4427 for additional information.

Mail Payment To:
 Florida Natural Gas
 P.O. Box 934726
 Atlanta, GA 31193-4726



CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/05/24	00110	11/13/23	23657	202311	600	53800	61000		LIGHTING REPAIRS DOBSON ELECTRIC, INC.	*	3,547.00	3,547.00	000304
1/05/24	00120	12/13/23	17941362	202312	600	53800	61000		GYM AC COILS REPAIRS DONOVAN ACQUISITION LLC DBA DONOVAN	*	8,077.00	8,077.00	000305
1/05/24	00121	12/11/23	2189	202312	600	53800	60000		50% DEP TRI SHADE SAIL SHADE AMERICA INC	*	9,390.00	9,390.00	000306
1/26/24	00110	1/03/24	24007	202401	600	53800	61000		RPR BOLLARDS DOBSON ELECTRIC, INC.	*	10,278.00	10,278.00	000307
1/26/24	00514	1/10/24	347A	202401	600	53800	61000		PAVER SEAL RPR PROJ FINAL KENNETH T. RASNICK DBA FIRST COAST	*	11,054.25	11,054.25	000308
1/26/24	00122	1/16/24	497-1	202401	600	53800	61000		DEP PANEL/DURALAST SYSTEM NK ROOFING CORPORATION DBA MIGHTY	*	15,600.00	15,600.00	000309
TOTAL FOR BANK B											57,946.25		
TOTAL FOR REGISTER											57,946.25		

Invoice

Remit To

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

Date	Invoice #
11/13/2023	23657

PAST DUE

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
23615		Net 30

Quantity	Description	Rate	Amount
	TASK:		0.00
	Lighting Repairs		
13	LABOR 10/18/23-10/19/23: Troubleshoot fan at fire pit. Determined receiver is bad inside fan. Need 3 new receivers for all fans. Replaced (8) bad drivers in KAX fixtures tall poles (warranty). Retrofit playground acorn lamp with ballast bypass corn cob LED lamp. Repaired wiring inside decorative pole causing trip. Reset breaker and all decorative poles are operational. Replaced (1) bad driver in light at splash pad (warranty)	150.00	1,950.00
	Unused lamps left with Winslow.		
12	12W LED Lamps	42.00	504.00
7	54W Color Select LED Lamps	98.00	686.00
1	Scissor Lift Rental	407.00	407.00
9	LED Driver (Warranty)	0.00	0.00

RECEIVED
DEC 19 2023
BY: _____

It's been a pleasure working with you!

Payments/Credits \$0.00

Past due balances are subject to late charge at 1.5% per month.

Balance Due \$3,547.00



Donovan Air, Electric & Plumbing
 315 6th Avenue South
 Jacksonville Beach, FL 32250
 www.DonovanAC.com
 904-241-3785

BILL TO

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

INVOICE 179413625	INVOICE DATE Dec 13, 2023
-----------------------------	-------------------------------------

JOB ADDRESS

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

Completed Date: 12/13/2023
Payment Term: Due Upon Receipt
Due Date: 12/13/2023

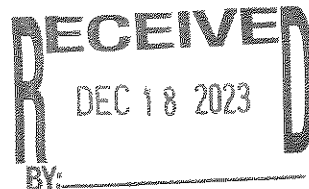
DESCRIPTION OF WORK

Replace indoor evaporator coil, drain pan, biflow drier and txv
 Pressure test, evacuation and recharge system to factory specifications.

#1 system 5 ton coil Reg. \$4185.42 PCA \$3463.45

#2 system 4 ton coil Reg. \$3982.97 PCA \$3642.97

TASK	DESCRIPTION	QTY	PRICE	TOTAL
As Agreed HVAC	Replace evap coil kit 15X72 on CBX27UH-048-230-6-04 / 1617B00751 (\$3892) and evap coil kit 15R46 on CBX27UH060-230-6-04 / 1617A11565 (\$4185)	1.00	\$8,077.00	\$8,077.00



POTENTIAL SAVINGS	\$0.00
SUB-TOTAL	\$8,077.00
TOTAL DUE	\$8,077.00
BALANCE DUE	\$8,077.00

Thank You For Choosing Donovan!

CUSTOMER AUTHORIZATION

This estimated price \$8,077.00 does not cover unforeseen parts or labor which may be needed after the work begins. Written customer authorization will be obtained before beginning any additional work. I authorize the performance of the work described herein. This invoice, including any applicable taxes, is due and payable upon completion of job.

Sign here

Date 12/13/2023

CUSTOMER ACKNOWLEDGEMENT

I find and agree that all work performed by Donovan Air, Electric & Plumbing has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor.

Sign here

Date 12/13/2023

Shade America, Inc.
3604 Harbor Drive
Saint Augustine, FL 32084
US
(904)217-0516
sholton.shadeamerica@outlook.com
http://www.shadeamerica.com



Invoice 2189

BILL TO

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

DATE
12/11/2023

PLEASE PAY
\$9,390.00

DUE DATE
12/11/2023

DESCRIPTION	QTY	RATE	AMOUNT
Deposit 50% Deposit Due On: Supply and Installation of a Triangle Shade Sail as per design. Exact pole locations to be determined at time of installation to ensure we comply to requirements. Including all labor, equipment and foundations. Including steel column, fabric and hardware. Balance due upon completion = \$9,390.00	1	9,390.00	9,390.00

RECEIVED
DEC 28 2023
BY: _____

TOTAL DUE

\$9,390.00

THANK YOU.

Invoice

Remit To

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

Date	Invoice #
1/3/2024	24007

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

23750

Net 30

Quantity	Description	Rate	Amount
	<p>TASK:</p> <p>Repair bollards damaged by vehicle</p> <p>Labor performed 12/4/2023 - 12/15/2023</p> <p>Remove broken/damaged bollards</p> <p>Reconfigure bollards and pour new bases</p> <p>Install new wiring</p> <p>Labor and Materials</p>	10,278.00	10,278.00

RECEIVED
JAN 10 2024
BY: _____

Thank you for your continued business.

Payments/Credits

\$0.00

Past due balances are subject to late charge at 1.5% per month.

Balance Due

\$10,278.00



First Coast SoftWash & Paver Sealing

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

(904) 318-0797
 wwheeler@vestapropertyservices.com

INVOICE	#347A
INVOICE DATE	Jan 10, 2024
DUE	Upon receipt
AMOUNT DUE	\$11,054.25

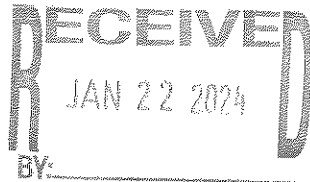
CONTACT US

706 Grampian Highlands Dr
 Saint Johns, FL 32259

(904) 615-6841
 thomas@firstcoastsoftwash.com

INVOICE

Services	qty	unit price	amount
Paver Strip, Clean, Sand, & Ure-Seal - Level 1	3560.0	\$2.50	\$8,900.00



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
---	--------	--------	------------

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 Strip, Clean, Sand, & Ure-Seal - Gazebo 1	747.0	\$2.50	\$1,867.50
---	-------	--------	------------

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 Strip, Clean, Sand, & Ure-Seal - Gazebo 2	769.0	\$2.50	\$1,922.50
---	-------	--------	------------

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 algacide 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.

Subtotal	\$17,340.00
Commercial Client Discount	- \$2,601.00
Total	\$14,739.00

Payment History

Jan 22	Mon 1:26pm	Check	\$3,684.75
--------	------------	-------	------------

Thank you for your business!



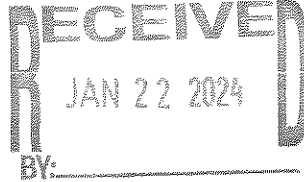
Mighty Dog Roofing 148 - Northeast Florida
 83 Spring Tide Way
 Ponte Vedra, FL. 32081

INVOICE

Job: Batram Springs CDD
Invoice Name: Roofing Invoice
Invoice Number: 497-1
Invoice Date: 01/16/2024
Terms: Upon Receipt

Location Address
 14530 Cherry Lake Drive West
 Jacksonville, FL 32258

Batram Springs CDD
 14530 Cherry Lake Drive West
 Jacksonville, FL 32258



PRICE

INVOICE

ReRoofing Invoice - Deposit

Remove Tile - Install Standing Seam Panel

Install Duralast Roofing Systems on Flat Roof Areas

Subtotal: ReRoofing Invoice - Deposit **\$15,600.00**

Subtotal: Invoice **\$15,600.00**

Grand Total **\$15,600.00**

Invoice Balance Due: **\$15,600.00**

REMIT TO:
 83 Spring Tide Way
 Ponte Vedra, FL. 32081

Company Representative:
 Neil Mahoney
 (904) 600-4840
 nmahoney@mightydogroofing.com