

MINUTES OF MEETING
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, March 11, 2024 at 8:30 a.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Sue O’Lear	Bartram Club Manager (Vesta)
Stephanie Taylor	Vesta Assistant Manager
Fred Atwood	Vesta
Jay King	Vesta
Alex Acree	District Engineer
Darrin Mossing	GMS
Alison Mossing	GMS
Rich Whetsel	GMS
Terry Glynn	GMS
Leah Tincher	GMS
Christian Birol	GMS
Timi Wright	GMS
Larry Page	GMS
Florida Prime Sports Representatives	
Elite Soccer Representatives	
Happy Hoops Representatives	
St. Johns Soccer Academy Representatives	
i-9 Sports Representatives	

The following is a summary of the actions taken at the March 11, 2024 Bartram Springs Community Development District Board of Supervisors meeting.

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FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 8:30 a.m. and called the roll. Four Supervisors were in attendance in person and one attended via phone 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

Approval of Minutes of the February 7, 2024 Meeting

Mr. Oliver presented the meeting minutes from the February 7, 2024 Board of Supervisors meeting and asked for any comments, questions, or corrections. He stated that there was a misspelling that will be corrected. Mr. Walden noted that on page 11 there was a misunderstood word between dues and duties. Hearing no other changes, Mr. Oliver asked for a motion to approve the minutes, as revised.

On MOTION by Ms. McKinney, seconded by Ms. Young, with all in favor, the Minutes of the February 7, 2024 Meeting, were approved.

FOURTH ORDER OF BUSINESS

VerdeGo Update

Mr. Oliver noted that Brian Wackes of VerdeGo is not in attendance today, so the next item followed.

FIFTH ORDER OF BUSINESS

Consideration of Amenity Athletics Plan to Operate Spring Soccer

Mr. Oliver stated the possibility of Spring Soccer at Bartram Springs is still a work in progress. If it cannot happen at Veterans Park, there is an alternate plan to operate Spring Soccer off site, at which Bartram Springs residents will be able to participate. Mr. King of Vesta updated the Board on the options. If the Board does decide to have the soccer onsite, he asked that they choose a representative to work with District Counsel to flesh out the details of the contract to make that a possibility. The insurance issue has been resolved and Mr. King explained that process to the Board and staff. Mr. Haber noted that they do not currently have a draft agreement for Board

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review, but will use a form of agreement that the District enters into with Vesta which would likely be used in a paired down form because the services are significantly reduced but the terms as far as insurance on the amenity and those type of things will remain in place.

They did go over a six-point list that Vesta has concerning the amenity athletics stating that one, Vesta will provide a Spring 2024 soccer season through May 25th with place of play to be determined. Two, continue to provide revenue share in accordance with the current negotiated arrangement. Three, acknowledgement that the prior revenue share issue has been resolved, Bartram Springs CD acknowledges and provides a release with added verbiage to the effect of the Board acknowledges that Vesta acted in good faith in both how it interpreted the language around the revenue share, and when most recent Board saw it differently, Vesta worked in good faith to resolve the issue to the satisfaction of the Board as validated by Board meeting minutes, adding that Vesta has shown they did not profit from the situation as increased revenue for Vesta and resulted in lower CDD fees. Four, this point was redacted due to insurance being worked out. Five, the DM will serve as a liaison between the amenity athletics and the Board. Six, a “gentlemen’s agreement” that an open mind be kept about providing amenity athletics beyond Spring Soccer. The Chair had no questions regarding the proposed agreement. One Board member did mention that the fields still have a lot of standing water and other deficiencies that need to be addressed with the fields moving forward. Ms. Young asked that number six be taken out of the contract due to its relevance and if other athletics are in question they will talk about that when that time is appropriate.

Discussion continued and it was stated that Board has the desire for public record to show that as a Board, it had supported keeping amenity athletics for onsite athletic league programing, and to retain Vesta employees that wanted to stay at Bartram Springs. It was also stated that it is important to note that there was no disclosure that Amenity Athletics would be affected by the RFP process. There was a long discussion on the language of the third bullet point that concerns revenue sharing and Mr. Haber added his opinion and the Vesta representative is steadfast that the statement is very important to them. Mr. Haber suggested adding a release of liability that may work for both parties. Mr. King is continually asking for the Board to say on the record that they believe Vesta acted in good faith and the Board is hesitant to do so. It has been stated that the CDD will not be seeking any damages for lost revenue over the years of amenity athletics. It was decided that District Counsel will conversate with Mr. King and Vesta legal representation to hammer out the

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language that both parties are happy with. This item was put on hold until that conversation was had.

The representatives from the Florida Prime Sports, Elite Soccer, Happy Hoops, St. John Soccer Academy, and i-9 Sports spoke to the Board and gave a brief introduction of who they were representing. They will also be at the workshop to be scheduled later in the month. Mr. Oliver proposed some dates for the workshop while a Board member added that it is important to keep the cost at or lower than what they are paying for sports amenities as they are going through this process. March 25, 2024 at 8:30 was the proposed date and time for the workshop and Mr. Oliver invited the sports vendors to come back at that time.

Mr. Haber, District Counsel, returned at this time and stated an agreement had been made to provide Amenity Athletics for Spring Soccer. A release will be provided by the District as it relates to the revenue sharing with a scope of services provision that will be detailed. A Board member will have delegated authority for review and authorization of approval on the Districts behalf and Ms. Young will be that Board member. A motion was made to approve an agreement with amenity athletics to provide Spring Soccer with an agreement including a release for claims related to revenue sharing and authorizing Ms. Young to review and execute the agreement on the District's behalf.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with Ms. Young, Ms. Reynolds, Ms. McKinney, and Mr. Walden in favor and Mr. Nierengarten opposed, the Amenity Athletics Plan to Operate Spring Soccer, was approved 4-1.

SIXTH ORDER OF BUSINESS

Staffing Transition Update

Mr. Oliver noted that both Vesta and GMS will be speaking to the Board. Handoff of services from Vesta to GMS will begin this week with an overlap of staff until Thursday. Mr. King offered to answer any questions the Board may have about the transition from Vesta's side. They talked about the upcoming summer camp pre-registration list from Vesta to GMS and any updates for that. All residents who were pre-registered for the summer camp through Vesta have been contacted, refunded, notified of the changeover, and informed of the camp that GMS would be offering.

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Mr. Glynn wanted to thank Vesta for the help in the transition period and thanked the staff for putting the team together and stated that it has been a good transient with good lines of communications open with the different items that have been going on between operations and amenities and wanted that stated for the record.

GMS also stated that they have planned a “Spring Break Kick-Off” to meet the GMS staff on Friday, March 15th from 4:00 to 6:00 p.m. that will be announced via email blast today. There will be food trucks and inflatables with a DJ for a fun way for the kids to kick-off their spring break and meet the staff. GMS is sponsoring the event and will come at no cost to the District. GMS is planning a couple of minor maintenance projects that will be expedited before the start of spring break that include slide maintenance and pressure washing of the pool deck furniture.

SEVENTH ORDER OF BUSINESS**Consideration of Agreements****A. VerdeGo Agreement for Landscape Maintenance Services**

Mr. Oliver noted that the CDD had gone through the RFP process and VerdeGo was selected in that process. Mr. Haber has drafted an agreement and a copy of that was included in the agenda packet. Mr. Haber offered to answer any Board questions. A question was asked about the cost of Bermuda turf aerification and the cost to overseed Bermuda sports fields and fertilization to be sure it won't be dangerous for spring soccer. Mr. Haber noted that the responsibility is under VerdeGo, but they do have a right to subcontract that work as well. The VerdeGo rep said that it would be work that is subcontracted and he wants to check on the timing of when it will be done before answering the question. When that job is done, they will be sure to do it after Spring Soccer. Details of the contract were discussed at length to be sure the Board understood the full scope of the agreement.

On MOTION by Ms. Young, seconded by Ms. McKinney, with all in favor, the VerdeGo Agreement for Landscape Maintenance Services, was approved.
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B. GMS for On-Site Staffing for Amenities & Operations Management Services

Mr. Oliver noted that this item will be tabled and brought to the next meeting as the document is still a work in progress.

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EIGHTH ORDER OF BUSINESS

Ratification of Agreements

A. Champion Swim School

Mr. Oliver noted that these agreements have already been executed and have been brought back to the Board for ratification. He then asked for any discussion on Champion Swim School and Ms. Reynolds went over the proposal and asked what the fee for enrollment would be. The answer was not known, and staff agreed to find out.

On MOTION by Ms. Reynolds, seconded by Ms. Young, with all in favor, the Champion Swim School Agreement, was ratified.

B. Barracudas Swim Team

Mr. Oliver asked for any comments. Ms. Reynolds noted that nonresidents should be paying an additional fee and stated that it is the desire of the Board to have \$5 per swimmer as residents and an additional \$5 for nonresidents equaling \$10 for the nonresidents. Mr. Oliver noted that they will make that change and bring it back to the next meeting for ratification.

C. Matthews Design for Engineering Services

Mr. Oliver noted that Alex Acree Matthews Design group is on the phone. MDG is the engineering company that was selected through the RFQ process. Mr. Acree stated that he is looking forward to working with the CDD and didn't have anything to report to the Board at this time.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designation of Officers

Mr. Oliver explained that there are no changes to any of the existing officers of the District. This resolution adds GMS employees to serve as assistant treasurers. Patti Powers and Sharyn Henning are senior accountants for GMS. They are being brought on board to handled accounting services for summer camp. A separate bank account is being set up just for summer camp accounting showing all revenues coming in and all expenditures going out.

On MOTION by Ms. Young, seconded by Ms. McKinney, with all in favor, Resolution 2024-04, Designation of Officers, was approved as revised.

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

Mr. Haber noted that he does have the information need related to the damaged bollards and should have a better update for the Board at the next meeting as progress is being made.

B. Engineer

There being no comments, the next item followed.

C. District Manager**1. 2024 General Elections**

Mr. Oliver reminded the Board that the 2024 general election cycle is starting and there will be three seats decided by general election this year. The qualifying period for the election is from June 10th through June 14th at noon. If there are any persons interested in running for the election they should contact the Supervisor of Elections of Duval County. To qualify you must be registered to vote within the District and either pay a registration fee of \$25 or collecting signatures on a petition. The election is to be held in November. If there are no qualifiers, the Board would appoint qualified electors to the seats no sooner than two weeks after the general election ends.

2. Discussion of Fiscal Year 2024 Meeting Schedule Revisions

Mr. Oliver noted that they have spoken several times over the last year and a half about having more night meetings and opened the floor up to Board discussion. Ms. Young proposed that they continue to have the morning meetings and to add a second meeting in the month during the evening having two meetings a month at two times. It was commented that Board members are only allowed to make a certain monetary amount to attend those meetings and adding a second meeting in the month may surpass that threshold. Florida Statute states that a Board member may only make a maximum of \$4,800 per year. Mr. Oliver suggested that for a short term fix they could move to two night meetings per quarter and one daytime meeting per quarter. As they approach FY2025 meeting schedule they can adopt a new standard after testing this one out. Ms. Young then noted that she believes that for the first three months at the very least to have two meetings. Ms. McKinney did note that she believes having meetings is an expense to the District and she does not want to meet unnecessarily. She believes having the workshops as needed will be most cost effective moving forward. Ms. Young still insisted on have two meetings a month for a quarter and then decide how things are going after those three months. The April meeting is to be held on

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the 8th at 6:00 p.m. and the second meeting will be held the 22nd at 8:30 a.m. For the month of May, the regularly scheduled meeting will be held the 13th at 6:00 p.m. with a second meeting to be held the 30th at 8:30 a.m. June meetings will be held June 10th at 8:30 a.m. and June 24th at 6:00 p.m. Staff will take Board direction on this, no motion is necessary at this time.

3. Scheduling of March Workshop for Long-Range Planning of Athletic Programming

Mr. Oliver stated that the workshop will be held March 25th at 8:30 a.m. Because it is a workshop no motions will be made at that time.

D. Amenity Management & Field Operations

1. Vesta Report (outgoing)

Ms. Taylor noted that there is nothing in her report that was not covered in the transition documents sent. The events in progress have all been handed over to GMS. Regarding the completion of the roofing project and Mr. Oliver suggested Mr. Atwood and Mr. Glynn inspect the completed work before authorizing the accountant to pay the invoice. There was a conversation about the process of getting rid of equipment and Mr. Haber walked the Board through that process of surplus property. Ms. Reynolds noted that residents had been blowing the pickle ball courts to remove excess water and GMS staff will be sure to check the courts and take care of water on an as needed basis.

2. GMS Report (incoming)

Mr. Glynn stated that there is an ongoing action items list started and he is working with individual vendors and subcontractors going over their contracts and scopes of services. Transitioning employees that are coming over for operations is ongoing and going smoothly thus far. Lines of communications will remain open to be sure that nothing will fall between the cracks. It is a priority to repair the slide before the start of Spring Break and the anticipation is that it will be ready for that time.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

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Mr. Nierengarten asked if any Board members knew for a fact that they were not planning to run for their seat in the upcoming election to let them know so they Board can prepare interested residents who may want to fill those seats.

Ms. McKinney requested that the newsletters be published every month and that they continue with the weekend update. She asked if GMS is able to continue with Mr. Oliver and the answer is yes. She then asked about the revising and signing of the Code of Ethics document and asked if that can be brought up at the next Board meeting. Finally, she stated that mistakes have been made and wanted to be sure that no fingers are being pointed and no one is being villainized to make the Board look better.

Mr. Walden asked what the status of the traffic crash three weeks ago was. Damage has been identified and they are looking to replace the flowerbed. No police report has been obtained. He asked about an update on the card room, and it has been used as scheduled. They were not prepared to discuss it at this time and if they will do anything with that room there needs to be a resident survey conducted. This will be tabled until the next meeting.

Ms. Reynolds seconded the statement that the weekend update is important to continue to communicate with the residents as much as possible. She said there is a desire to continue with kids' activity night and asked that that be done monthly. She believes now is a good time to review and bring forward any policies that as a Board they may have questioned in the past.

A resident asked about the light out front and why it has not been lit since the accident. Staff will look into it and put it on their action items list.

A resident provided comment before the meeting regarding an elliptical machine. There is information on repair or replacement and staff will continue to work on it.

TWELFTH ORDER OF BUSINESS Financial Statements

A. Balance Sheet as of January 31, 2024 and Statement of Revenue & Expenditures for the Period Ending January 31, 2024

Mr. Oliver presented and reviewed the financial statements. A copy of the financials was included in the agenda package. The capital reserve balance is at \$157,000 with a slated \$245,000 added this fiscal year bringing the total up into the \$450,000 range.

B. Assessment Receipt Schedule

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A copy of the assessment receipt schedule was included in the agenda package. The District is 97% collected at this time.

C. Approval of Check Register

Mr. Oliver presented the check register for review. He offered to answer any questions. Ms. Reynolds asked about the pressure washing and Vesta presented what was pressure washed for that invoice. Mr. Oliver explained the process and noted that it is very typical for the incumbent on-site management company to provide these types of services.. There being no other questions, Mr. Oliver asked for a motion of approval.

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

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – April 8, 2024 at 6:00 p.m. @ Bartram Springs Club Amenity Center

Mr. Oliver stated that the workshop is scheduled for March 25, 2024 and the next regularly scheduled meeting will be April 8, 2024 at 6:00 p.m. at this location.

FOURTEENTH ORDER OF BUSINESS Adjournment

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

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

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Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Andrew Walden
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Chairman/Vice Chairman