

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, April 22, 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:

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| Andrew Walden | Chairman |
| Derri Lassiter Young | Vice Chairperson |
| Taner Nierengarten | Supervisor |
| Lacy Reynolds | Supervisor |

Also present were:

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|---------------------------|----------------------------------|
| Jim Oliver | District Manager |
| Wes Haber <i>by phone</i> | District Counsel |
| Alison Mossing | GMS – Director of Amenities |
| Terry Glynn | General Manager, Bartram Springs |
| Leah Tincher | Amenity Manager |
| Christian Birol | Assistant Operations Manager |
| Paul Lukert | VerdeGo |

The following is a summary of the actions taken at the April 22, 2024 Bartram Springs Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 8:30 a.m. and called the roll. Four Supervisors were in attendance in person constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver opened the audience comment period. He noted John Bloom from the swim team is present today. John stated he was invited by Leah to discuss storage that the swim team currently uses and consolidating it into a single space.

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Mr. Glynn stated Leah had brought to his attention the need to secure the swim equipment. It is currently stored at the side of the flex room. Mr. Bloom noted they use 2-3 spaces around the facility for equipment. They would like to put all of the equipment in one space on site for events. The problem now is they don't have access to it without a GMS representative on site. Mr. Glynn noted they are looking at the small area on the Northwest corner of the building which is already secured on three sides and just need to secure the front with either a partition and/or wall with a door. Mr. Walden suggested they come up with a footprint to bring to the Board. Ms. Reynolds noted someone from GMS would be there to give the swim team access to equipment. John spoke on swim team registration and swim lessons.

- Resident requested use of the card room as part of the rental for an event in July.

THIRD ORDER OF BUSINESS

Update Regarding Transition Matters

Mr. Oliver stated GMS came on board to manage operations and amenities. They have had two meetings a month to continue to keep an eye on transition matters. We will return to the normal business meeting schedule at the June meeting.

FOURTH ORDER OF BUSINESS

Review of First Draft of Resident Survey Regarding Use and Design of Small Room Adjacent to Social Hall *(will be sent under separate cover)*

Mr. Oliver stated idea to gather information and get resident input for Board for discussion/decision. Ms. Mossing presented a draft survey regarding preferences for use of card room and adult only swim conducted for 10 minutes hourly at the pool. Ms. Reynolds suggested to be more efficient with time and to send out the survey without bringing it back to the Board. Mr. Nierengarten asked how the survey will be delivered to the community and the timetable. Ms. Mossing noted it will be sent out by the email blast system and she noted that an expiration date can be added to the survey. Mr. Nierengarten suggested putting a deadline on the survey, and Ms. Mossing recommended the Friday before the next meeting as the deadline date. Ms. Young asked if there is a way of making sure there are not duplicate entries. Ms. Mossing noted she would verify, but thinks it will show who voted for what. Mr. Oliver asked if the Board had any objection to the request of using this room as part of the rental in July. The Board had no objection.

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- Resident questioned how many residents are signed up for the email blasts and if there is a way to know if there currently aren't any residents that are signed up to that email. In case that number is low, is there a way residents can come up to the amenity center to complete the survey. Ms. Mossing noted there is a couple of thousand people subscribed to the email blast system and printouts will be available for residents to complete by hand. She can look into doing an audit of the email blast system.

FIFTH ORDER OF BUSINESS

Discussion of Fiscal Year 2024/2025 Budget Process (budget adoption in July 2024)

Mr. Oliver stated they are required by Chapter 190 of Florida Statutes to approve a proposed budget by June 15th of each year and no sooner than 60 days after that approval hold a public hearing for consideration of the budget and then the Board will adopt the budget. Typically for most Districts, Boards approve budgets in June and adopt budgets in August. In Duval County, the assessment rolls have to be turned in by July 31st. Due to that deadline for all Duval County Districts, CDD Board approve the proposed budget in May, and adopt the budget in July. This allows for the required 60 days window between budget approval and the budget hearing for adoption. He noted he will bring the proposed budget to the next meeting. It will come in on the high side but it can be refined over the next couple of months. A resolution will approve the proposed budget and will also set a public hearing to be held in July. Mr. Nierengarten asked on that budget, did Vesta create those cost codes. Mr. Oliver noted no, the accountant have cost codes for every one of the line items.

SIXTH ORDER OF BUSINESS

Consideration of VerdeGo Proposals

Mr. Glynn noted there is an East Pond field issue with running the water feature. The intakes were checked since the last meeting to make sure its an operating pond. He presented a proposal from VerdeGo to install a 2-inch line running off an existing well to the pond with the pump system on the West for \$2,026.30. Mr. Nierengarten asked about getting an idea of how much it costs each month and track it in the future. Mr. Glynn stated it is well water so you're not paying for this. There will be a small additional charge for running the system.

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On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the Proposal from VerdeGo to Fill Entry Pond for \$2,026.30, was approved.

Mr. Glynn presented the proposal from VerdeGo for the East and West side and a small section to remove hedge material and install mulch with a low growing plant option allowing for visibility of oncoming vehicles.

On MOTION by Mr. Walden, seconded by Mr. Nierengarten, with all in favor, the Proposal from VerdeGo for Landscape Improvements to Improve Line of Sight, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber updated the Board on the status of the negotiation on the bollards. The family that caused the damage has a construction background and were focused on negotiating them doing the repairs not understanding the District did the repair and is satisfied with those repairs. The Districts insurer is working with the family’s insurer to seek recovery of the full amount of damages regardless of the fact that the District has installed a reconfiguration that they are satisfied with. Mr. Nierengarten asked of a timeline. Mr. Haber noted now that the insurers are involved the timeframe may be a bit delayed maybe 30-45 days. Mr. Haber is negotiating the cost of the repair as if the District’s bollards were replaced in full as they were entitled too.

B. Engineer

Mr. Oliver noted he had nothing to report from the Engineer today.

C. District Manager

Mr. Oliver reminded the Board of the three seats up for election this cycle, seats 1, 3, and 5. The qualifying period is June 10th through June 14th from noon to noon. If anyone wishes to run for office, they should contact the Duval County Supervisor of Elections office. Mr. Walden noted he has seat 1 and will run for seat 1.

D. Amenity Management & Field Operations – Report

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Ms. Mossing presented the Amenity Management Report starting on page 19 of the agenda which included special events and communications. A request was received from Supervisor McKinney to add additional items to the website and a meeting with the developer is scheduled for Wednesday. Two additional lifeguards have been hired bringing the total to nine. She gave a summer camp update and asked the Board for approval to open camp to nonresidents after May 1st. Mr. Walden noted he didn't see a problem. She noted Champion Swim School has decided not to offer lessons to the District due to low numbers. GMS has contacted other qualified providers that understand lessons are limited to residents only. She asked for the Board's suggestion on kids' activity night. Mr. Nierengarten asked if there are opportunities to have a second night in the month or to get more kids for that one night. Ms. Mossing noted the 35 children capacity was set for this month to see how it goes. She is open to building as they go. Ms. Young noted from a safety/liability standpoint it needs to be capped around 35 and adding another night every other week would be a better solution than to have 50 kids in one room. Ms. Tincher noted no swimming. Ms. Mossing stated it's \$10 a child to attend kids' night and asked if that money could be deposited into the Summer Camp account and utilize the camp counselors to help staff kids' night. Ms. Young noted only with the camp counselors help there could be more than 35 kids.

Ms. Mossing stated they have been locking down the bathroom at night to prevent vandalism. It is open from 7 a.m. to 7 p.m. and locks down after 7 p.m. however people have been able to block that access control. Has there been prior discussion on having them access control during the day so a resident has to have an access card to go in. Ms. Reynolds noted a lot of children that aren't residents use the facility after school. Ms. Tincher suggested a Duck Days of Summer Carnival Event for kids as well as paint night, glow balls and swim nights just for teens.

Mr. Glynn presented the Field Operations Report on page 24 of the agenda. Topics included lighting repair, landscape maintenance/deficiencies, East pump station secured, pressure cleaning, surge protector installation, fence installation, motion sensor repair, playground equipment and basketball hoop repairs, bench proposals, mulching, pond treatment, removing hedges, fountain nozzle installation, waterline break repair, and irrigation pump repair. He noted someone reset the irrigation clock so he secured the clock. He updated the Board on the homeless person. He found out through the HOA this person was a resident of the community. Mr. Walden stated the man's son was a Jaguars football player. The football player bought a home in Bartram

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Springs. According to Facebook, his name is on the deed of the property. Mr. Oliver noted he would look into this. Mr. Walden stated it is a sensitive subject as he has a mental challenge.

Mr. Birol stated the current security system is not user friendly and very slow. He has a team call meeting on how the system will work which will be a cloud system. He is hopeful to have a proposal on a new system this week. If it is in an email, he will send that out to the Board for review. He stated he did get the bathroom situation fixed. The cameras are working well but the system is just very slow. Mr. Walden asked if it's the same vendor. Mr. Birol stated Atlantic Security and Security 101 are two different teams. Atlantic did the cam system but they aren't returning his calls. He went with Security 101 as its a good idea to keep everybody in one house. Mr. Walden asked to expedite this. Ms. Reynolds asked about options for camera installs near BS Blvd and Everest & Rainier for stewardship. She questioned any proposals that were received before GMS takeover. Mr. Oliver noted GMS has the proposals if they were included in the agenda packet. Mr. Nierengarten asked as far as Shade America goes, do they want to go to collections or send a legal letter. Mr. Oliver stated that Wes is sending a demand letter to Shade America.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Ms. Reynolds reiterated we don't know what you don't know so ask questions and engage the Board whenever needed. The goal of the Board is to make sure this is harmonious for you guys too. She noted it's important to let residents know they have put out a formal RFP for athletic vendors for sports programming for the fall and will be reviewing those as a Board. Those proposals are due May 8th and they will be shared with the Board to discuss at the May 13th meeting.

Mr. Nierengarten noted a lot of focus is on making things better and making sure all the basics are covered first so if there is a little bit of a lag in this transition process until some of the extra stuff gets put up its because they are making sure the foundation is sturdy. Everything that GMS has put forward so far has been great. He asked for the total number of lifeguards that the District would like to have. Ms. Mossing noted at least 15 to 20. Age requirement is 15. He commented on revisiting the adult swim and renting the gazebo, alcohol at the pool and gazebos when they can get to it.

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Mr. Walden commented to continue driving as it is going in the right direction. They are on the right foot with two meetings per month to help during this transition. He asked to be notified when there is vandalism.

- Resident commented that teens are out of control at the pool. Ms. Reynolds noted it would be prudent that GMS implement a 3 strikes you're out rule. Ms. Tinchler commented she is working with the guards to make them more assertive to take action with pool issues. She assured any resident if there is an issue to come to the office and get her.
- Resident stated that one thing Vesta did well is they did have a very good escalation. Lifeguards could speak up and let children/residents know of the policies and if there was any talk back it was Sue that came and dropped the hammer on those issues. You can't expect kids to police adults.
- Resident stated that they talked about fixing the light. Is there any way that curbing can be painted white to make it more visible? Mr. Glynn noted besides getting the light fixed, they are looking into reflective paint and or thermoseal and reflectors.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – May 13, 2024 at 8:30 a.m. @ Bartram Springs Club Amenity Center

Mr. Oliver stated that next scheduled meeting will be May 13, 2024 at 6:00 p.m. at Bartram Springs Club Amenity Center.

TENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the meeting adjourned at 10:20 a.m.

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 Secretary/Assistant Secretary

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 Chairman/Vice Chairman