

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, July 15, 2024 at 6:00 p.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager
Kyle Magee	District Counsel
Alison Mossing	GMS Director, Amenity Management Services
Terry Glynn	General Manager
Danelle DeMarco	Amenity Manager
Leah Tincher	Assistant Amenity Manager & Camp Director
Christian Birol	Assistant Operations Manager
Bryan Wackes	VerdeGo Landscapes
Paul Lukert	VerdeGo Landscapes

The following is a summary of the actions taken at the July 15, 2024 Bartram Springs Community Development District 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 in person constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver asked for any audience comments regarding items on tonight's agenda.

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A resident commented that he would like to know what the schedule is for the sprinkler system on the berm. Mr. Oliver responded that they are going to have a landscape update from VerdeGo after this item and they can answer his question after the public comment period. The resident commented that sprinkler system was broken for at least two weeks, and he didn't know if it was fixed. He noted when the sprinkler system on the center median goes up, the water that comes out smells like a sewer. It was noted that it was the whole way through and mostly at the entrance. The Board and staff responded that they would look into this matter and thanked the resident for his comments.

A resident commented on the pickleball and tennis court usage and reservation system. She requested for both tennis courts to be lined for pickleball use. Mr. Nierengarten responded that they discussed this at the last meeting and they are looking into what their options are, what it will cost and what the impact is potentially to the people that are playing tennis and the people that are playing pickleball. Mr. Walden noted his appreciation that the resident brought this matter to the Board's attention. He asked staff to provide options for the Board at the next meeting. Ms. Reynolds stated they heard this resident's concerns, and they did address them at the last meeting as a Board with GMS. She pointed out that it is in the minutes, it's noted, and they are cognizant of the issue.

A resident asked about lake maintenance. Mr. Walden responded that the Operation Manager and VerdeGo will have all the answers that this resident needs.

A resident commented on the pickleball nets needing to be replaced.

Mr. Nierengarten followed up and asked if there was a timeframe that seems to be the most popular. The response was probably Food Truck Fridays.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 30, 2024 and June 10, 2024 Meetings

Mr. Oliver presented the meeting minutes from the May 30, 2024, and the June 10, 2024 Board of Supervisors meetings. He asked for any comments, questions, or corrections. Ms. McKinney noted two corrections with one being that the minutes showed she seconded to conclude the May 30, 2024, meeting, but she did not attend this meeting. She also noted a correction to the time in roll call, which showed 6:00 p.m., but it was supposed to be 8:30 a.m. Mr. Oliver noted these corrections will be made.

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On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Minutes of the May 30, 2024, and June 10, 2024 Meetings, were approved as amended.

FOURTH ORDER OF BUSINESS Landscape Update from VerdeGo

Paul Lukert and Bryan Wackes from VerdeGo provided an update to the Board. They addressed the comments made by the resident regarding the berm irrigation as well as what they need to do to investigate correcting the irrigation odors coming from the median irrigation system. Mr. Wackes stated he would get Terry and Rich the exact times of each location that goes off and days. He noted they are battery operated timers, so they might be different from the clock. He is going to get the correct information. The update included approved tree trimming that was completed, enhancements, annuals that went in on July 11th, soil tests that were taken, bollard sod, potential trees that could be put up around the dog park and between the school’s soccer field, lake maintenance, the berm, and irrigation.

Mr. Walden commented that GMS and VerdeGo are doing the best they can do with the difficult challenges that they have. The berm was discussed. Ms. Young noted that in those areas of concern there is a lot of roots from the trees and those roots over the years have got bigger and bigger and they are causing issues. She also commented that there is barely any grass in those areas. She suggested resodding in some of those areas where they can put St. Augustine grass versus having the Bermuda grass. Mr. Nierengarten stated there has been band-aids put on to the sprinkler system for a long time and he would be curious to know what the value would be to replacing certain sections. Mr. Wackes stated he would bring back proposals by sections for consideration and he will go with St. Augustine grass. He stated they would have their irrigation manager work on getting different proposals for all the issues.

FIFTH ORDER OF BUSINESS Fiscal Year 2025 Budget Adoption

A. Overview of Fiscal Year 2025 Approved Budget

Mr. Oliver provided an overview of the budget. He stated they started this budget process very early this Fiscal Year. He stated this Board has been looking at every opportunity to run more efficiently in terms of managing public funds collected through resident assessments. The Board has gone through four RFP (request for proposals) processes this year, to include landscape maintenance, engineering services, audit team services, amenity management and field operations services, and onsite athletic programming.. He explained that this was not like a federal budget,

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which is a use it or lose it budget. He further explained if they don't use the funding from this budget, it stays with the District as carry forward surplus. He noted they do expect to have a modest surplus of about \$40,000 to \$50,000 at the end of the current fiscal year. Regarding proposed assessments to funds Fiscal Year 2024/2025, he pointed out that the largest increase in assessments is right at \$38 for the year. He stated the increase in assessments this year overall is at 2.44%. He pointed out that it was around 6% or 7% when they started the process. He reviewed the general fund budget. He noted the recreation fund is a new fund that they have established, and it is to operate the summer camp and some other projects that they have onsite. He explained the reason they have established the funds is to have more transparency of summer camp revenues as and expenditures. He reviewed the debt service fund for the Series 2021, which is the debt service to pay principal and interest until the bonds mature in 2036. He reviewed the capital reserve fund, which is a fund to pay for repairs and replacements to existing capital assets that the District owns. He reviewed the assessment schedule.

B. Board Discussion

Mr. Oliver opened Board discussion. Mr. Walden thanked GMS and the Board members for the time spent figuring out these numbers. Mr. Oliver noted that even once they adopt a budget, they have the opportunity throughout the budget year to have budget amendments. Mr. Nierengarten stated to GMS that these cost codes were given to them from what they had before. He explained that going into the next year, if they need to break out irrigation expenses, etc., he would rather see a hundred cost codes than ten. He asked GMS if they want to see something different as far as these buckets, to keep them on the back burner and then they can reassess when they get to budget time. Ms. Reynolds stated they were trying to keep the pool chemicals lower, but they still budgeted \$47,200. Mr. Oliver stated once they get firm numbers as they get deeper into this Fiscal Year, that's an opportunity for the Board to amend that line item. Ms. Reynolds stated it would behoove them to know the VerdeGo contract inside and out because when they put the RFP out, irrigation was a big factor. She noted that there were several items on the check register that she wasn't certain were fair charges from VerdeGo.

C. Public Hearing

Mr. Oliver asked to open the public hearing.

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On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, Opening the Public Hearing, was approved.

Mr. Oliver opened the public comment period regarding the budget.

A resident commented on the irrigation problems. Mr. Walden responded that they are aware of everything going on with the irrigation system. The resident noted his concern about the lack of response that was given. Mr. Walden responded that he was hospitalized three times and he just got out two days ago. He hasn't been able to answer calls back yet. Mr. Oliver stated everyone in the room is committed to getting this irrigation problem fixed and improving communications.

A resident asked where the income of the food and coffee trucks, etc. go. There was discussion on charging the food trucks. Ms. Mossing responded that at this time since they have been on board, they have not been charging the food trucks, but the coffee truck agreed to give them 10% of revenue. The resident responded that they were losing income. Mr. Oliver explained that the Board has directed staff to reinstate the charges for food trucks and staff will bring back the plan to the Board. He further explained that the reason a lot of CDDs don't charge food trucks is because they want the food trucks to come. He stated it was a benefit to the residents and that is why they have them there.

Mr. Oliver closed the public comment period regarding the budget.

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, Closing the Public Hearing, was approved.

D. Consideration of Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025

Mr. Magee presented Resolution 2024-06 stating they previously approved a budget over 60 days ago before June 15th. He explained that this resolution states that the public hearing that they just completed was duly advertised in accordance with Chapter 190 and it adopts the budget that they have just been discussing for the Fiscal Year 2025.

On MOTION by Mr. Walden seconded by Ms. Young, with all in favor, Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025, was approved.

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E. Consideration of Resolution 2024-07, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025

Mr. Magee presented Resolution 2024-07 stating this is their assessment resolution, which is how this budget will be funded. It finds that the provision of the services, facilities, and operations as described in Exhibit A confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. It imposes their operation and management assessment to fund that budget that they just approved. He stated this assessment, since it is a slight increase, will serve as the maximum rate. It certifies the Fiscal Year 2025 installment of the District’s previously levied debt assessments paying for their bonds that have previously been issued. It also certifies the assessment roll for the County Tax Collector and the collection will go through the uniform method so these assessments will be collected on the tax roll.

On MOTION by Mr. Walden, seconded by Ms. Reynolds, with all in favor, Resolution 2024-07, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Agreements:

A. Amenity Athletics *(will be sent under separate cover)*

Mr. Oliver stated this agreement is not ready yet. He explained that they will have a call later in the week between counsel, staff and Amenity Athletics to finalize that. Mr. Nierengarten stated the agreement was laid out so that GMS has the power to say no to a game, etc. He asked that they figure out what the avenue is that they want to interact with them because he felt like a lot of the problems they have with the field where they would get soaked on a Friday night or soaked on a Saturday morning and then they would play on them. He stated they need to step in and that is why they are asking for GMS’s help to be able to step in in that process.

B. Atlantic Coast High School Swim Team and Dive Team

Mr. Oliver stated there was a copy of this agreement in the agenda packets. He noted they were at the last meeting and addressed the Board and the Board approved to enter into an agreement for them to use these facilities.

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On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the Atlantic Coast High School Swim Team and Dive Team Agreement, was ratified.

C. First Coast Vendor Village *(will be sent under separate cover)*

Mr. Oliver presented a hard copy of the proposed agreement to the Board. It was explained that this was a standard form of agreement that they use in other Districts. It was stated they were seeking a motion to approve it in form but give staff the ability to finalize. Mr. Nierengarten asked if there was a revenue share with this. The response was that there was and it's including Section E where its states that the District will be paid \$10 per non-resident vendor participating and that will be received within 10 days after the fair concludes. It was added that those non-resident vendors will be charged an additional \$10 fee to cover that over the resident vendors. Mr. Nierengarten asked if it would be held at the field. The response was yes. The date is September 7, 2024. This item will be brought back to the next meeting to be ratified.

Update: the event will be rescheduled to December.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Magee stated the only report he has from Mr. Haber is regarding the bollard repairs. He stated the District insurance company is still working with the driver's insurance for the full payment for the 20 bollards. Mr. Nierengarten asked Mr. Magee to ask Mr. Haber if this seems to be slowing down.

B. Engineer

There being no comments, the next item followed.

C. District Manager

Mr. Oliver stated the Florida House of Representatives and Sentate passed legislaton this past session requiring all special districts to formally establish and measure goals and objectives. He stated the goals and objectives are to be approved before fiscal year begins on before October 1st and followup with quarterly reporting. This will be an agenda item in August.

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D. Amenity Management & Field Operations – Report

Ms. Mossing presented the lifeguard of the month for June 2024 to Emily Baum for her excellent service. She stated they are in week six of Summer Camp and it’s going very well. She introduced Danelle DeMarco who is stepping into their amenity manager position. Ms. Reynolds asked if they could include the Lifeguard of the Month in the newsletter or email blast. Ms. Mossing responded that it’s included.

Mr. Glynn stated the shade structure is completed, the Veterans Park bathrooms have been refurbished, they are monitoring the east pond fill levels and status, the water features are running in tandem, and the field rehabilitation is underway. Ms. Reynolds suggested investing in sod to fill the holes.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Nierengarten stated he kept the time throughout the meeting and the only times they went over was the audience comments. He commented the impact of removal of bushes in the parking lot on nearby residents and he asked if there was anything they can do. Staff will develop solution options. Mr. Nierengarten stated he was only going to be physically in the neighborhood for ten days this month and eight days next month, so he wanted to reach out if there is something that they need to work on. He added that nights and weekends are probably the best for him. He noted his appreciation for the communication that has been coming out. He noted that he still needs to work on the color and fountain type scheme for the year, which he will start on.

Ms. McKinney stated her suggestion for the hedges is oleander to provide some screening. She also commented on people parking overnight in the parking lot. She also welcomed Ms. DeMarco.

Ms. Young welcomed Ms. DeMarco. She thanked GMS as well and stated they have did a great job and she was so impressed.

Ms. Reynolds stated they have received some complaints from the community about the lifeguard situation where they are not being professional. Other than that, she thinks everybody else is doing a fantastic job. She stated the Fourth of July event was spectacular. She suggested next year to offer the community hamburgers and hot dogs. She asked about the benches that appear to be the benches they are replacing at the field. She commented on Kids Activity Night and asked for it to be communicated so people that want to sign up, sign up. She stated she has

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heard nothing but amazing things about Summer Camp and the camp counselors. She said it has been very well run and very well attended. She congratulated her Board members for the budget. She asked if they have consolidated their storage areas. The response was that they were working on that.

Mr. Walden asked what the status was for the streetlight at the entrance. The response was that the streetlight at the entrance will be installed by Dobson Electric. Mr. Walden asked for a status update on the bridge. An update was provided. Mr. Walden asked when the upcoming road resurfacing by COJ will be. The potholes in southbound lanes of Bartram Springs boulevard was discussed. They will confirm whether COJ or SJC. He thanked the Board and told them a job well done. He stated the Board has good input and he really appreciates that. Ms. Reynolds asked about the future visit by COJ Council Member, Raul Arias, which was noted to likely be the October night meeting.

A resident commented on the toy drive and food drive. He think the Board and staff for their hard work

A resident commented of safety concerns coming into the subdivision when turning left. He thinks there should be a flashing left turn sign. Mr. Walden suggested for this resident to call St. Johns County to report his traffic concerns. The resident also commented on the end of school zone signs. Ms. McKinney responded that the school zones are in relation to the intersection, not the actual school. The crosswalk was discussed.

A resident commented on an incident that occurred on the pool deck. He noted the lifeguard handled the situation in a very professional manner. He also commented on the field conditions and noted his concerns of having inflatables and heavy foot traffic on it.

A resident commented on communication with the Board and staff. He suggested if anyone has questions, they can call Mr. Oliver as well as the Board members. He also commented on a serious problem that is coming up shortly when the 7-Eleven opens up in regard to traffic concerns. He suggested someone from St. Johns County to come and look at the situation to see what they can do about it. He also commented that he thinks they should have a community meeting with someone from St. Johns County and Duval County to come and talk to the residents. Mr. Walden disagreed with the community contacting the District Manager, Mr. Oliver. He also addressed the resident's comment about JSO coming and he stated they came in the past and only five residents

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showed up. He stated if the community wanted to do it again, he would arrange that. The resident asked to arrange it again.

NINTH ORDER OF BUSINESS Financial Statements

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

Mr. Oliver presented and reviewed the financial statements through May 31, 2024. A copy of the financials was included in the agenda package. The capital reserve balance is at \$309,000. He noted they would have five positive variances for the revenue section as well as the expenditures section.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package. The District is 99.48% collected at this time. He stated they still need to get \$8,133 from the tax collector.

C. Approval of Check Register

Mr. Oliver presented the check register for review. He offered to answer any questions.

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

TENTH ORDER OF BUSINESS Next Scheduled Meeting – August 12, 2024 at 8:30 a.m. @ Bartram Springs Club Amenity Center

Mr. Oliver stated that the next meeting is scheduled for August 12, 2024, at 8:30 a.m. at this location.

ELEVENTH ORDER OF BUSINESS Adjournment

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

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

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DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Andrew Walden

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Chairman/Vice Chairman