

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, August 12, 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	Chairman
Derri Lassiter Young <i>by phone</i>	Vice Chairperson
Stephanie McKinney	Supervisor
Taner Nierengarten	Supervisor
Lacy Reynolds	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Alison Mossing	GMS
Danelle DeMarco	GMS
Terry Glynn	GMS
Rich Whetsel	GMS
Leah Tincher	GMS
Christian Birol	GMS
Bryan Wackes	VerdeGo Landscapes
Paul Lukert	VerdeGo Landscapes

The following is a summary of the actions taken at the August 12, 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. Three Supervisors were in attendance in person constituting a quorum.

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SECOND ORDER OF BUSINESS

Audience Comments

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

A resident asked what is going on with the school situation. Mr. Oliver responded that was not on the agenda, but they will discuss that.

**Supervisor McKinney joined the meeting in person at this time.*

**Supervisor Young joined the meeting by phone at this time.*

THIRD ORDER OF BUSINESS

Recognition of Lifeguard of the Month

Ms. Mossing and the Board recognized Caroline Sureda as Lifeguard of the Month for June 2024 for her excellent service. Ms. Sureda was not present at the meeting because she was in school. GMS awarded her with a gift card.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 15, 2024 Meeting

Mr. Oliver presented the meeting minutes from the July 15, 2024 Board of Supervisors meeting. He asked for any comments, questions, or corrections.

On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Minutes of the July 15, 2024 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Landscape Update from VerdeGo

Paul Lukert and Bryan Wackes from VerdeGo provided an update to the Board. They stated they are back to normal maintenance this week. Last week they wrapped up the sod at the bollards. They also provided updates on the irrigation, refreshed mulch and other landscape items. Mr. Walden stated he wants to hear from Jason on the irrigation portion of updates. He explained that he doesn’t like the feed from Jason to Mr. Lukert and Mr. Wackes because it sometimes gets lost in translation. He noted someone needs to be there to answer questions when it comes to anything dealing with irrigation and requested to have that person at the meetings moving forward. Mr. Lukert and Mr. Wackes concluded their update from VerdeGo.

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SIXTH ORDER OF BUSINESS

Staff Updates:

A. Court Reservation System (*pickleball & tennis*)

The Court Reservation System was presented to the Board for discussion. Options were also presented to the Board. The Board and staff discussed the pickleball and tennis court usage, reservation system, and manipulation of the system. Mr. Walden requested a second option for the Board to consider because they are not going to build a third court. Ms. Reynolds stated she wanted to make sure they are policing the non-residents playing pickleball on their court because they don't want non-residents taking their pickleball courts when they have residents that want to play tennis. She also asked if it would resolve the issue within the app, Court Reserve, if they dedicated times specifically for tennis and specifically for pickleball. It was noted the launch of the new Court Reserve System is September. Staff suggested waiting to see the impact from launching the new system versus their previous system to see if they can get more organization in place that way and continue to build from there. It was explained that they don't have a set solution yet because they have to see the numbers coming in and see how the residents respond to the new system. After discussion, it was decided to wait until the Court Reservation System launches. Then, they will analyze it, tweak it, and continue to build from there. Staff will provide the Board with another option to fairly allocate court usage for tennis and pickleball play.

B. Reduction of Parking Lot Light Pollution (*created by hedge removal*)

Staff provided an update on the parking lot light pollution. It was noted that two signs were installed to inform the community there is no overnight parking because they have had some overnight parking in the parking lot. VerdeGo Landscapes provided a quote for a low growing hedge. This hedge will allow line of sight and will also provide privacy.

SEVENTH ORDER OF BUSINESS

Discussion Items:

A. CDD Goals & Objectives

Mr. Oliver stated the new legislative mandate is to have goals and objectives for CDD to comply with. He presented recommended goals and objectives for the Board. They are required to have this done by September 30th.

On MOTION by Mr. Nierengarten, seconded by Ms. McKinney, with all in favor, the CDD Fiscal Year 2025 Goals & Objectives, was approved.

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B. Agreement with Coastal Coffee

Ms. Mossing provided a brief overview of the agreement with Coastal Coffee. Ms. Kimberly Cruzen of Coastal Coffee presented her plan and revenue-sharing proposal for serving coffee and other products at the Bartram Club.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals:

A. Dobson for New Light on Bartram Springs Parkway Median

Mr. Glynn presented a proposal from Dobson for a new light pole on Bartram Springs Parkway median new community entrance. The proposal from Dobson is \$26,490. It was noted that they are in the process of getting two other quotes for the Board to consider as well. Ms. McKinney pointed out that the reason the light pole came down was because it kept getting hit multiple times and that is why the lower light was put in. In saying that, she noted her concerns with spending \$26,000 on a light that is going to get hit. She added she would rather spend that kind of money on a pickleball court. Mr. Walden understood Ms. McKinney's concern, but he would still like to get two more quotes for consideration.

B. Hedge

This item was discussed earlier in this meeting.

C. Sod for Areas on Field *(will be sent under separate cover)*

Mr. Glynn provided an update on the field rehabilitations. Three proposals will be presented for the Board to consider. The sod repairs on sports fields will be expedited and will be completed prior to the beginning of the soccer season.

D. Irrigation Repairs

Mr. Glynn provided a list of proposals for the Board to consider. He pointed out that they are now getting monthly wet check reports.

**The Board recessed the meeting for ten minutes at this time. The meeting reconvened at 9:42 a.m.*

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NINTH ORDER OF BUSINESS

Consideration of Agreements:

A. KatDance Studio

Ms. Mossing presented and reviewed the KatDance Studio proposal. She was happy to answer any questions. The Board noted the proposal looks good and decided to approve the proposal and direct District Counsel, Wes Haber, to prepare an agreement. Ms. Reynolds commented that they want to treat all the vendors the same, so if they are going to ask for rosters from Vesta, then they need ask for rosters from KatDance Studio as well to keep track. Ms. Mossing noted they can provide a sign-in sheet as well so they can see resident and non-resident sign-ins.

On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the KatDance Studio Proposal and Direction for District Counsel to Prepare an Agreement, was approved.

B. Micki Woodford for Fitness Instruction

Ms. Mossing presented and reviewed the proposal from Micki Woodford for fitness instruction. The Board noted the proposal looks good and decided to approve the proposal and direct District Counsel, Wes Haber, to prepare an agreement. The Board requested a roster be required.

On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Proposal from Micki Woodford for Fitness Instruction and Direction for District Counsel to Prepare an Agreement, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber provided an update on the bollard matter. He explained that he received an email from their insurance representative over the weekend and they have a formal offer. He provided background stating in order to fix the bollards, the District spent \$14,399.50 to reconfigure the bollards. He further explained it was to put the ones that are there presently and to fix the surrounding area of the landscaping. This District took the position that their total amount of damage was \$38,710, if the District chose to buy new bollards and replace them exactly as they were before they were damaged. He noted they made that claim to the insurer for the family that

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damaged the bollards. He also noted that their insurance company had a maximum coverage of \$10,000. He explained that they have the \$10,000 from their insurance company plus what their insurance company covered, which is based on the number of bollards and the surrounding landscaping. He further explained that where they are between the money from the family's insurance company and the money from the District's insurance company left a deductible of \$2,500 in offer of \$15,232.25, which he stated is just under \$1,000 higher than the amount they actually spent, but not half of what they said their actual claim was. At this point, he stated they need the District to make a decision. He noted that if they accept the \$15,232.25 that they were offered, their total amount that they've spent would be covered. They would not be able to pursue the family that caused the accident because in order to get the \$10,000 from their insurance company, they will require the District to sign the document that waives any claims against them. He was happy to answer any questions. He noted that he wasn't told of any timeframe in which the Board has to make a decision. So, if the Board would like some time to think about it, they could wait until their next meeting. He doesn't want the Board to feel rushed in making a decision.

The Board discussed the options presented by Mr. Haber. After discussion, it was decided to accept USAA payment of \$15,232.25 and close out the claim. Ms. Young opposed.

On MOTION by Mr. Walden, seconded by Ms. Reynolds, with Mr. Walden, Ms. Reynolds, Ms. McKinney in favor and Ms. Young opposed, Accepting the USAA Payment of \$15,232.25 and Closing out the Bollard Insurance Claim, was approved 3-1.

B. Engineer

There being no comments, the next item followed.

C. District Manager – Discussion of Fiscal Year 2025 Meeting Schedule

Mr. Oliver presented the proposed Fiscal Year 2025 meeting schedule included in the agenda packet. He reminded the Board that if they adopt this meeting schedule, they can add meetings, continue meetings and they can adopt a new schedule at any time throughout the fiscal year. Ms. Reynolds requested to alternate between evening and morning meetings. After discussion, it was decided to alternate between evening and morning meetings beginning with the October 14 meeting at 6:00 p.m. There will be a total of six night meetings and six morning meetings.

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On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Fiscal Year 2025 Meeting Schedule, was approved as amended.

D. Amenity Management & Field Operations – Report

Ms. DeMarco stated she has enjoyed this first month. She presented her Amenity Management Report to the Board. She reviewed past and upcoming events, communication and the July highlights. Ms. DeMarco noted she is working on the new resident welcome packets.

Ms. Mossing stated they are thrilled with everything Ms. DeMarco is doing and that she has really taken things to the next level. She also stated that they took into consideration all the comments on the Vender Village, and they reschedule that for December to make it a Christmas Village. It will be hosted at the Amenity Center instead of the field.

Mr. Glynn presented the Field Operations Report to the Board. It was noted that VerdeGo installed some sod and fixed the irrigation on Racetrack Road. It was also noted that the pond fountain project has been going well. The entry pond levels have been successfully raised. The water features are working. The surge protectors will be installed. An update on the road repairs will be provided at the September meeting. A proposal will be put together to do sod, sand, and repairs at the school crosswalk. It was noted that the irrigation seems to be working there. He noted that they have been meeting with VerdeGo weekly to go over landscape issues. He updated the Board on the Veterans Park field rehabilitation project. He stated they have multiple proposals to present to the Board for consideration for sand and sod placement for areas that have not recovered fully. He noted the bathrooms were refinished and the new vanities were installed, floors recoated, touch-up paint on walls were completed, and the new occupancy sensors were installed. He updated the Board on the Veterans Dog Park projects which included mulching and treating weeds, reducing hedges for visibility, and adding a ball bucket for resident use. The new tables and chairs were purchased for the card room. The new benches were installed at the athletic field. The backflow was repaired by Bob's Backflow at the Amenity Center. Mr. Glynn stated they also replaced the eastside railing that was damaged by the car accident. The repairs were completed inhouse by GMS maintenance staff. The pickleball court received the necessary items that were requested. He provided an update on the pond maintenance. Lake Doctors is treating all exposed weed areas as needed per BMP and DEP regulations. He noted that as of this morning's inspection,

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everything is looking pretty good as far as ponds go. Mr. Glynn concluded the Field Operations Report review.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Ms. Reynolds commented that the Summer Camp was very successful, and the storm prep was great. She also commented on the field rehab and the delay in filling the holes. She provided an update on the crosswalk from the City of Jacksonville. The COJ installation of crosswalk near the school is noted to be unsatisfactory and without lights as promised. She also noted that Jose should not be parking on the sidewalk because there are sprinkler heads. Ms. Reynolds is going to take the lead working with COJ, DCPS and Mr. Glynn on the crosswalk matter. Ms. Reynolds also commented that as a Board, they should empower Mr. Glynn and GMS to make decisions that they need to make so they can move faster. Mr. Oliver explained that about a year ago, the District adopted a resolution setting the spending limits. He stated that they could bring that resolution to the next meeting to amend and expand those spending limits.

Ms. McKinney commented on the crosswalk stating the flashing lights run schedule was off. She sent an email reporting this matter, and it should be corrected. She also communicated the issue with the paint on the crosswalk missing and it being unsafe. She noted she will request rumble strips for this crosswalk as well. She asked if they could do stuff to the landscaping around the crosswalk to make it more visible. She thanked staff for everything they are doing. She noted everything is looking great. It was noted that several Board members have received positive feedback from residents regarding amenities and operations. Ms. McKinney commented that she would like to look at pricing for a new pickleball court for the future.

Mr. Walden noted that he took back what he said about not buying a new pickleball court. He explained that maybe down the line they can see about adding another pickleball court. In saying that, he also stated that a new pickleball court is not as important as getting the irrigation system fixed. He stated they spend a lot of money and are losing a lot of money on hedges and flowers because they are dying due to having no water. He commented great job to GMS overall for a job well done. He asked for a fan to install at the slide tower for lifeguards. He asked for Mr. Glynn to take down the adjacent sign from the sign that flew away. He stated he contacted JSO last week, but there was no answer. He is going to try to contact JSO again today and this week. He is going to see if JSO can come visit at the same times the COJ Council Member, Raul Arias,

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does. He also commented on the card room appearance and setup. He noted his appreciation for everything staff is doing.

Ms. Young thanked GMS for the Summer Camp and all that they are doing to make their neighborhood a success. She received great feedback from the community that they have never had a Summer Camp like this one before.

A resident requested the concrete at the entrance be painted. Mr. Walden stated that was St. Johns County. He recommended the resident get with St. Johns County about her request to paint the concrete at the entrance.

A resident commented on the camp stating it was awesome. He also commented on the crosswalk and the school zone signs being a safety issue. He stated he thinks the gate should remain locked to the school.

TWELFTH ORDER OF BUSINESS Financial Statements

A. Balance Sheet as of June 30, 2024 and Statement of Revenue & Expenditures for the Period Ending June 30, 2024

Mr. Oliver presented and reviewed the financial statements through June 30, 2024. A copy of the financials was included in the agenda package. The capital reserve balance is about \$300,000. He noted they would have positive variances for the revenue section as well as both of the expenditures sections, which are field operations and amenity management

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package. The District is 100.36% collected at this time. They are fully collected for the year.

C. Approval of Check Register

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

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

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THIRTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 9, 2024
at 8:30 a.m. @ Bartram Springs Club
Amenity Center**

Mr. Oliver stated that the next meeting is scheduled for September 9, 2024, at 8:30 a.m. at this location.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

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

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Andrew Walden
6572483B0E2F449...
Chairman/Vice Chairman