

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, September 9, 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	Vice Chairperson
Stephanie McKinney	Supervisor
Taner Nierengarten	Supervisor
Lacy Reynolds <i>by phone</i>	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Alison Mossing	GMS
Terry Glynn	GMS
Danelle DeMarco	GMS
Leah Tincher	GMS
Christian Birol	GMS
Bryan Wackes	VerdeGo Landscapes
Paul Lukert	VerdeGo Landscapes
Jason Vaughn	VerdeGo Landscapes
Alex Acree	
Lauren Berman	

The following is a summary of actions taken at the September 9, 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 and one Supervisor joining by phone.

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Mr. Oliver pointed out that Command Sergeant Major Walden would be participating in speaking at a funeral for another Sergeant Major and would have to leave the meeting at 10:30 a.m. He stated they were going to try to move the meeting along as best as they can, but whatever business matters need to be taken care of will be.

SECOND ORDER OF BUSINESS

Audience Comments

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

A resident commented on seats opening up. Mr. Oliver addressed this residents comment and responded that two seats are opening up. This resident also commented on the trimming at the preserve and also people dumping garbage and debris there. Mr. Oliver addressed this comment as well.

A resident commented on the crossing guard. Mr. Oliver addressed this comment stating this CDD Board does not manage the crossing guards, and it is managed by the Jacksonville Sheriff's Office (JSO). He encouraged this resident to reach out and bring the crossing guard matter to JSO.

THIRD ORDER OF BUSINESS

Recognition of Staff Member of the Month

Ms. Lauren Berman was recognized as Staff Member of the Month for her excellent service as a camp counselor. GMS awarded her with a gift card. Ms. Berman stated she was very honored that she was able to help, and she thinks this summer camp was the best that it has ever been. She stated it was really great and a lot of fun. Mr. Walden thanked Ms. Berman for the hard work that she and her staff put into the camp. He noted a job well done. Ms. Young stated this summer camp is nothing like they have ever had before. She added that there has been a lot of feedback about how well the staff did and all the different things they had every week. She thanked Ms. Berman. Ms. Reynolds stated great job to Ms. Berman as well.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the August 12, 2024 Meeting

Mr. Oliver presented the meeting minutes from the August 12, 2024 Board of Supervisors meeting. He asked for any comments, questions, or corrections.

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On MOTION by Mr. Walden, seconded by Ms. McKinney, with all in favor, the Minutes of the August 12, 2024 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Landscape Update from VerdeGo

Paul Lukert and Bryan Wackes from VerdeGo introduced their production manager as well as Jason from their irrigation team to the Board. They presented landscape maintenance update for the Board. Mr. Walden asked about the irrigation system. The response was that they currently have it turned off at Veterans Park because of all the rain. Mr. Walden asked if all the problems they had recently were repaired. The response from VerdeGo was that there is more repairs to be done, but they are in the midst of the repairs. VerdeGo’s irrigation team member, Jason, provided more detail about the irrigation. Mr. Jason stated as of this morning, both techs were on site starting at the amenity pump. Mr. Walden thanked Mr. Jason and stated job well done. He also noted that he understands about the nature of the weather.

SIXTH ORDER OF BUSINESS

Presentation of Draft Welcome Packets for New Residents

Ms. DeMarco briefed the Board and presented the draft welcome packets for new residents. The packet includes a welcome letter, CDD amenities policies and procedures, lanyard with access card and guest passes, and flyers with information about local restaurants and businesses. Mr. Walden stated job well done in being creative to put this packet together. He noted his appreciation. Ms. Young also thanked Ms. DeMarco for the very nice welcome packet. She also made a suggestion to add a sheet that tells about the different programs that they offer such as summer camp. Mr. Nierengarten asked what the catalyst was to get the welcome packet. Ms. DeMarco responded that it was when the residents come to register and activate their access cards. Mr. Nierengarten pointed out for the resident who commented on the crossing guards that on page two of the welcome packet the Duval County Sheriff’s Office non-emergency number is stated as (904) 630-0500.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-08, Re-Setting Spending Authority for Purchase of Goods and Services

Mr. Oliver presented Resolution 2024-08 to the Board. He stated for the first time in the history of this District, the Board settled a solution at their April 2023 meeting on how staff

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working with the District Manager and the Chairman or Vice Chairman of the District would be authorized to make purchases. There are three types of purchases including the recurring purchases, non-recurring purchases, and emergency purchases. He explained that when they set those guidelines, there is not a limit on the continuing purchases because it's a contractual obligation and they know what those are. He also explained that for the non-continuing they set a maximum ceiling of \$5,000 meaning that staff with the concurrence of the District Manager and the Chairman or Vice Chairman can make those purchases of up to \$5,000 without bringing it to the Board and having it ratified at the next meeting. Lastly, he explained that for emergency purchases, they set that at \$10,000. The Board agreed to elevate those numbers due to the economy. It was decided to elevate the number for non-recurring expenditure to \$7,500 and for emergency expenditures to \$12,000. It was also noted that they must obtain written approval in advance from Chairman or Vice Chairman and the District Manager.

On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, Resolution 2024-08, Re-Setting Spending Authority for Purchase of Goods and Services with the Restrictions Outlined in the Resolution and Setting the Non-Recurring Expenditure at \$7,500 and the Emergency Expenditures at \$12,000, was approved.

EIGHTH ORDER OF BUSINESS

Staff Updates:

Staff presented proposals for the Board's consideration.

NINTH ORDER OF BUSINESS

Consideration of Proposals:

A. The Lake Doctors for Fiscal Year 2025

Mr. Oliver presented a proposal from The Lake Doctors. He stated The Lake Doctors were asking for an increase from \$1,842 per month to \$1,889 per month, which brings the total cost to \$22,668 on an annual basis. He noted they budgeted in that line item \$31,667. He added that they have seen this increase at most of their Districts. After presentation of the proposal, Mr. Oliver asked for the Board's consideration of this proposal so they can go forward with The Lake Doctors. The Board noted they were happy with The Lake Doctors and agreed to the presented proposal for the increase.

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On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the Lake Doctors for Fiscal Year 2025, was approved.

B. Light Pole Purchase and Installation

Mr. Glynn stated they brought to the Board one proposal for replacement of the light pole. He received two additional estimates and presented these to the Board for consideration. The cost ranged from \$24,986 to \$28,540. The Board discussed the light pole purchase and installation. Mr. Walden stated he would like to see the light go back like it was. Mr. Walden made a motion to approve Dobson Electric, Inc. to do the lighting. Mr. Nierengarten suggested that they look at this item next budget season. Ms. McKinney stated she didn't feel the light pole was needed and it would be a bad use of their money. Ms. Young stated a lot of their residents do not feel like the smaller light is enough and it's a safety issue. Mr. Walden and Ms. Young were in favor of the light pole purchase and installation. Mr. Nierengarten, Ms. McKinney and Ms. Reynolds were opposed of the light purchase and installation. The motion failed 2-3.

On MOTION by Mr. Walden, seconded by Ms. Young, with Mr. Walden and Ms. Young in favor and Mr. Nierengarten, Ms. McKinney, and Ms. Reynolds opposed, the Light Pole Purchase and Installation Proposal from Dobson Electric, Inc., the motion failed 2-3.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report to the Board but was happy to answer any questions. Mr. Walden stated that he would be calling Mr. Haber today about an email he received.

B. Engineer

There being no comments, the next item followed.

C. District Manager

Mr. Oliver reminded everyone that the Fiscal Year 2025 meeting schedule that was approved at the last meeting is every other meeting will be a 6:00 p.m. meeting starting with the October meeting. Mr. Oliver asked Mr. Walden if the city councilman committed to coming to the

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October meeting. Mr. Walden responded that he has not, but he has reached out and will try to reach out again.

D. Amenity Management & Field Operations

1. Report

Ms. DeMarco presented three proposals for holiday lights. Mr. Nierengarten asked what their budget was for holiday lighting. Mr. Oliver responded that it was \$7,500. He asked if that was a good number because all three proposals seem to be above that. Mr. Walden stated that was a great point that Mr. Nierengarten made because they based it off of last year and the year before that budget and things have doubled. After Board discussion, they agreed to approve the proposal from Bah Humbug at NTE cost of \$9,000 and Ms. McKinney was authorized to work with the amenity manager to negotiate the agreement.

On MOTION by Mr. Nierengarten, seconded by Mr. Walden, with all in favor, the Proposal from Bah Humbug at NTE \$9,000 and Authorizing Supervisor McKinney to Work with Amenity Manager to Negotiate Agreement, was approved.
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Ms. DeMarco stated the high school Atlantic Coast Swim Team has been practicing in the competition pool for over two weeks and they are happy to report that it has been very successful. The team and their coaches have shown tremendous respect and gratitude to their residents and staff. They will continue with their practices Monday through Thursday, 3:00 p.m. to 5:00 p.m. until October 31. She also thanked the Board of Supervisors for allowing the pool movie. She noted it was a beautiful night and if they counted correctly there were a little over 100 residents in attendance. She provided an update on the pool stating the slide will officially close on October 1 and the pool will operate without lifeguards until Spring Break of 2025. Ms. DeMarco and Ms. Lauren Berman presented a slideshow of the summer camp. Ms. Tincher discussed the plans for the Fall Festival on October 26. Discussion ensued on the Fall Festival event, and it was decided to approve the CDD teaming up with Bartram Springs Elementary School PTA to plan, fund and operate joint Fall Festival event at Veterans Park on October 26. Ms. Reynolds opposed the motion.

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On MOTION by Mr. Walden, seconded by Ms. Young, with all in favor, the CDD Teaming up with Bartram Springs Elementary School PTA to Plan, Fund, and Operate Joint Fall Festival Event at Veterans Park on October 26, 2024, was approved 5-0.

Mr. Glynn reviewed the completed projects. He stated they added new flower replacements due to accident, repaired irrigation, painted Bullnose, and pressure cleaned and repainted the entranceway and the new railing to get ready for the holiday season. He noted they have been monitoring the pond levels, which all seem to be working with the pond fill devices. He stated they were staying on top of the management company, The Lake Doctors. He explained that off the main road, the latest item is the new school crossing, signs and the aesthetic plans for the future. He further explained that Supervisor McKinney and himself will be working together. He added that Supervisor Reynolds and himself have been in contact with the City of Jacksonville. They are working on a program to get together to remediate the median by the crosswalk to come up with a better and safer plan for the landscaping and addition going forward. They are going to get a more conclusive program on how to fix the line of sight issues on that crosswalk. He stated the field is now open to use. He updated the Board on everything VerdeGo has completed regarding the field, the field's condition and the program they have with AgrowPro. He stated they have been working with Tim from Amenity Athletics on the soccer program. He pointed out that they would be restriping the parking lots as soon as the rain slows down and they have a few dry days. He discussed the mulch and the new amenities at the dog park which included the addition of two new dog stainless steel large dog bowls, added leash hooks, and added wire baskets for tennis ball storage and secured to fence. He also pointed out that they would be meeting with the court company that did some repairs last year and hopefully do some warranty repairs on the basketball courts at Veterans Park. He stated they had one of the surge protectors do its job and kept the pumps from getting fried after a surge of some kind. He noted they received a great email about the pool and the condition of the pool. He explained that they have an on-going washout at the dock, which they are working on. They are monitoring the pond levels, algae and pond bank weed growth/homeowner plantings. He stated they are going to get two updated grills from the same company. The existing grill igniters and parts out of production.

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2. Report on 2024 Summer Camp

Ms. DeMarco and Ms. Lauren Berman presented a slideshow of the summer camp.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Nierengarten asked if 7-Eleven or anyone from that construction has reached out. The response was no. Mr. Nierengarten asked about the court reservations. The response was that they are about complete on the reservation system. It was explained that it takes a little time to build it, but once it is built, it runs itself. It was noted that the numbers from the month of August for tennis reservations was 47 and the pickleball reservations was 142.

Ms. McKinney discussed the median upgrades stating they completed two stages. The first stage was the very front of the entrance, and the second stage was up until the townhouses. She explained they are supposed to begin stage three, which would cover the area where the crosswalk is. She noted the overgrown bush was planned to be removed and she would like to see if they can begin stage three because it will cover the whole crosswalk area and make it more visible. She asked if the trash around the lake was picked up. The response was that they were working on that. She requested a fall display for photo op at the entrance.

Ms. Young didn't have any Supervisor requests or comments.

Ms. Reynolds commented on the pool movie event being fantastic. She suggested keeping the popcorn away from the pool deck, if possible. She commented on the pond cleanup and suggested being more proactive. She commented on the flags. She stated she would like to see a different fountain head. She noted the agenda was not on the website in advance. She suggested there be communication of athletic field closures after heavy rain. She commented on vandalism and monitoring security footage. She discussed the crosswalk and the updates regarding that. She was assured by councilman that he was going to put forth a proposal to get two flashing lights at the crosswalk. She encouraged others to continue to reach out to their public officials regarding this matter and the safety of their community. She requested an updated revenue share for all programs.

Mr. Walden stated Mr. Nierengarten brought up a good point about 7-Eleven and stated they need to go to them. He commented on the flags that Ms. Reynolds brought up stating when they have two and one comes down, the other one has to come down too. Mr. Glynn provided an update on the flags. He requested a plan of action for residents and especially those who play

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cricket. He thanked Ms. Reynolds for attending last month's townhall meeting and stated she represented the Board very well. He also thanked Mr. Nierengarten for the movie on the pool deck and stated he represented the Board very well also. He noted he is going to talk with Mr. Glynn offline regarding roads that require attention and newly paved roads expected in 2025. He closed stating if they are running for a position on this Board, he feels strongly that they need to be careful when they answer for resident because it should all come back to the Board. He stated if they are running for any position there, he advised that they really think about it.

**Supervisor Walden left the meeting at this time.*

Ms. Young also stated they have to be really careful when they are running for a seat especially on Facebook. She clarified some information stating she has not moved out of the neighborhood and Bartram Springs is still her residence. In saying that, she stated she will be leaving soon.

A resident commented on the tree line-of-sight safety issue at the crosswalk. Mr. Glynn stated Mr. Whetsel has been working with their vendor, VerdeGo, on it. He explained that there is a proposal from last year and the year before for tree trimming. He further explained that they were technically JSO's trees, but they are not maintaining them. In the past, it's been Bartram Springs trimming those trees. Mr. Glynn also stated he is working with Ms. McKinney on this matter and Ms. Reynolds has been great about going to the public officials regarding this matter. He added that the safety and welfare are their top priority.

A resident asked if soccer would continue. The response was yes.

A resident addressed comments made on Facebook.

TWELFTH ORDER OF BUSINESS

Financial Statements

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

Mr. Oliver presented and reviewed the financial statements through July 31, 2024. A copy of the financials was included in the agenda package.

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 FY 2024.

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C. Approval of Check Register

Mr. Oliver presented the check register for review. He offered to answer any questions. Mr. Nierengarten asked about \$2,100 going to AgrowPro and it was addressed.

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 – October 14, 2024 at 6:00 p.m. @ Bartram Springs Club Amenity Center

Mr. Oliver stated that the next meeting is scheduled for October 14, 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. McKinney, seconded by Ms. Young, with all in favor, the meeting adjourned.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Andrew Walden

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Chairman/Vice Chairman