

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, November 4, 2024 at 8:35 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	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Terry Glynn	GMS
Danelle DeMarco	GMS
Leah Tincher	GMS
Lori Dunham	GMS
Paul Lukert	VerdeGo Landscapes
Bryan Wackes	VerdeGo Landscapes
Josh Clarke	VerdeGo Landscapes
Brent Behrens	VerdeGo Landscapes

The following is a summary of the actions taken at the November 4, 2024 Bartram Springs Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 8:35 a.m. and called the roll. Five Supervisors attended the meeting 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 the agenda. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Recognition of Staff Member of the Month

Ms. Lori Dunham was recognized as Staff Member of the Month for her excellent service as a key staff member. GMS presented Ms. Dunham with a gift card.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 14, 2024 Meeting

Mr. Oliver presented the meeting minutes from the October 14, 2024 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Reynolds, seconded by Mr. Walden, with all in favor, the Minutes of the October 14, 2024 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Acceptance of Audit Committee's Recommendation; Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services

Mr. Oliver stated the Audit Committee met earlier today and they approved the proposed evaluation criteria for the ranking of audit proposals. The Board later approved that action and directed staff to issue an RFP for audit services. Proposals will be ranked at the December 9, 2024 Audit Committee meeting.

On MOTION by Ms. McKinney, seconded by Mr. Walden, with all in favor, Accepting the Audit Committee's Recommendation; Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services, was approved.

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SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-01,
Amending the Fiscal Year 2024 Budget**

Mr. Oliver presented Resolution 2025-01 to the Board of Supervisors. He explained that they do this each year, and it is in preparation for the Fiscal Year 2024 budget. He stated overall it has been a good year for the revenues.

On MOTION by Mr. Walden, seconded by Ms. Reynolds, with all in favor, Resolution 2025-01, Amending the Fiscal Year 2024 Budget, was approved.

SEVENTH ORDER OF BUSINESS

Staff Updates:

Mr. Wackes of VerdeGo presented a landscape maintenance update. He introduced Josh who is VerdeGo’s new production manager. Mr. Walden discussed the ongoing irrigation issues with VerdeGo’s irrigation manager, Brent. Mr. Walden requested for the irrigation system to be fixed. The irrigation manager, Brent, responded that they will address the irrigation system issues.

EIGHTH ORDER OF BUSINESS

Recognition of Vice Chair Derri Lassiter Young for her Service to the Bartram Springs Community

Mr. Oliver stated this is Vice Chairman Derri Lassiter Young’s last meeting with the District. He stated she has been a great addition to the Board. He thanked her for her service. The Board recognized Vice Chairman Derri Lassiter Young for her dedicated service to the Bartram Springs Community.

Vice Chairman Young explained that she was granted the appointment over code enforcement in St. Johns County. She stated she is so glad that her four years at Bartram Springs has helped her to elevate to something even more. She also stated she has enjoyed her years of serving this community. She pointed out that this is a wonderful Board. She added that she feels the biggest decision that she has made that has been the most impactful to this neighborhood was GMS coming aboard. She also recognized each Board of Supervisor and staff member for their dedicated service to this community.

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NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report to the Board. He reminded the Board members of the deadline at the end of this year to do the ethics training. He was happy to answer any questions.

B. Engineer

There being no comments, the next item followed.

C. District Manager

Mr. Oliver discussed and reminded the Board that they will be seating new Board members at the next meeting.

D. Amenity Management & Field Operations

1. Report

Ms. DeMarco presented the amenity management report to the Board. She discussed the past and upcoming events which included the PTA Trunk or Treat and Fall Festival, Halloween Night, Election Day, Fall Food and Vendor Day, Food Trucks, Chick-Fil-A Truck, Coastal Coffee, Community Jaguar Season Tickets and Tailgating Offer, A Thankful Kids Night Out, Pictures with Santa, Bartram Springs Christmas Winter Wonderland, and First Coast Vendor Village.

Mr. Glynn presented the Field Operations report which included pressure cleaning, flowers, irrigation, ponds and pump systems, athletic field, dog park and playground mulching, basketball courts, grading, crosswalk project, plantings, tree removals, overnight parking, activity at the fitness center and pools, drainage ponds and preserve areas.

2. Program Revenue Share

Mr. Nierengarten stated there is a report for the Revenue Share in the agenda package for review. He stated the previous revenue share was around the \$4,500 range. He stated their new revenue sharing is \$7,615.

TENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Nierengarten asked who put sand in the pothole in front of the school coming into the neighborhood. Mr. Glynn responded that the day after the City Councilman’s visit to Bartram

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Springs CDD meeting, he noticed pink circles around all the potholes, so it's work in progress. Mr. Nierengarten also asked about the USAA. Mr. Oliver explained that he told Mr. Nierengarten before the meeting that the District received the settlement payment from USAA.

Ms. McKinney stated the festival, and everything was great. She noted she was hoping to see more grass after they leveled everything out.

Ms. Reynolds complimented staff on the successful events, the communication, and holding VerdeGo to get the medians done in a timely manner. She recommend the Board discuss whether or not they want to split the cost with the city for the flashing lights so they can get that done expeditiously. Mr. Oliver will put this item on the next agenda for Board discussion.

Mr. Walden complimented GMS on everything they do and their transparency. He requested for staff to put signs out during construction. He also requested for the door to get rekeyed in the cardroom before all the events start in the room they are currently. He request that when they put out eblast to the community to stress the chain of command. He asked Mr. Glynn to investigate the water on the basketball courts and if there is a warranty on it.

Ms. Young discussed transparency stating that in her four years serving on this Board, there hasn't been one Board member who has not been transparent in these meetings, who has any personal motive, who has any personal gain or has voted on things for their own personal gain. She stated to the community that if they want transparency, come to the meetings. She also stated if the community wants to speak to anyone individually, they can contact the Board members, and they will be transparent. She noted if the community wants more information and they can't come to the meetings, they can go to the minutes, and they will see transparency. She pointed out that the information put on Facebook is not true.

A resident personally thanked Ms. Young for her service to their community. This resident noted they were sorry to see her go. Ms. Young thanked the resident for their comment.

ELEVENTH ORDER OF BUSINESS Financial Statements

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

Mr. Oliver presented and reviewed the financial statements as of September 30, 2024. A copy of the financials is included in the agenda package.

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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.

C. Approval of Check Register

Mr. Oliver presented the check register for review.

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

TWELFTH ORDER OF BUSINESS

**Next Scheduled Meeting – December 9, 2024
at 6:00 p.m. @ Bartram Springs Club
Amenity Center**

Mr. Oliver stated that the next meeting is scheduled for December 9, 2024, at 6:00 p.m. at this location.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

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

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman