

BARTRAM SPRINGS
Community Development District

July 20, 2026

AGENDA

Bartram Springs Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.BartramSpringsCDD.com

July 13, 2026

Dear Board Members:

The Board of Supervisors Meeting of Bartram Springs Community Development District is scheduled for **Monday, July 20, 2026, at 6:00 p.m. at the Bartram Springs Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments *(regarding agenda items listed below)*
- III. Recognition of Staff Member of the Month
- III. Approval of Minutes of the June 8, 2026 Meeting
- IV. Staff Updates
 - A. Engineer - Report
 - B. Brightview
 - 1. Irrigation Report
 - 2. Quality Site Assessment
- V. Consideration of Proposal from Ibis for Exterior Painting
- VI. Public Hearing Adopting the Budget for Fiscal Year 2027
 - A. Consideration of Resolution 2026-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027
 - B. Consideration of Resolution 2026-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027
- VII. Public Hearing Adopting Revised Rules of Procedure, Resolution 2026-06
- VIII. Staff Updates

- IX. Staff Reports
 - A. Attorney
 - B. District Manager
 - C. Amenity Management & Field Operations - Report
- X. Supervisor's Request and Audience Comments
- XI. Financial Statements
 - A. Balance Sheet as of May 31, 2026 and Statement of Revenue & Expenditures for the Period Ending May 31, 2026
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XII. Closed Session: Discussion of Security Cameras*
- XIII. Next Scheduled Meetings – August 10, 2026 at 6:00 p.m. @ Bartram Springs Amenity Center
- XIV. Adjournment

** Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.071(3)(a) and Section 286.0113(1) of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.*

THIRD ORDER OF BUSINESS

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, June 8, 2026 at 6:00 p.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

Lacy Reynolds	Chairperson
Stephanie McKinney	Vice Chairperson
Joel Brighton	Supervisor
Joseph Largen	Supervisor

Also present were:

Matt Biagetti	District Manager
Wes Haber <i>by phone</i>	District Counsel
Terry Glynn	GMS
Danelle DeMarco	GMS
Andy Antonopoulos	GMS
Daniel Bauman	Brightview
Lauren Williams	Atlantic Coast Swim Team
David Cleaveland	Atlantic Coast Swim Team
Solvieg Hacklman	Amenity Athletics
Tim Callahan	Amenity Athletics

The following is a summary of the actions taken at the June 8, 2026, Bartram Springs Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 6:00 p.m. and called the roll. Five Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS**Audience Comments**

Mr. Biagetti opened the audience comment period for agenda items only. There were no audience comments.

THIRD ORDER OF BUSINESS**Approval of Minutes of the May 11, 2026, Meeting**

Mr. Biagetti presented the minutes from the May 11, 2026, Board of Supervisors meeting and asked for any comments, questions, or corrections. A correction was noted to replace the name “Bobby Greer” with “Buddy Greer.” With that amendment, the Board approved the minutes as corrected by unanimous vote.

On MOTION by Ms. McKinney, seconded by Ms. Reynolds, with all in favor, the Minutes of the May 11, 2026, Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS**Staff Updates****A. Engineer – Report**

Mr. Biagetti stated there was no report provided. There were no engineering updates or Board action items.

B. Brightview**1. Landscape Report****2. Quality Site Assessment**

The Brightview representative provided a comprehensive update on landscape maintenance activities throughout the District. Updates included the removal of dead trees and vegetation, berm maintenance, vine removal, seasonal flower installations, crape myrtle maintenance, irrigation repairs, and ongoing turf restoration efforts.

The Board discussed irrigation performance, emphasizing the importance of ensuring irrigation systems are fully operational before proceeding with hydroseeding or Bermuda grass installations. Brightview reported that irrigation repairs are underway and that previously impacted areas are beginning to recover.

Additional discussion focused on expectations for litter removal during mowing operations, replacement of declining landscape materials, options for improving turf and groundcover in high visibility areas and evaluating cost-effective alternatives to large-scale

Bermuda installations. Brightview agreed to continue monitoring irrigation performance, refine maintenance strategies for problem areas, and provide recommendations for future landscape improvements. The Board expressed appreciation for Brightview's ongoing efforts and encouraged residents to take advantage of available flowers being removed during seasonal landscape rotations.

FIFTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2025 Audit Report**

Mr. Biagetti reviewed the Fiscal Year 2025 Audit Report prepared by Grau & Associates, noting the audit resulted in a clean opinion with no material weaknesses, significant deficiencies, current-year findings, prior-year findings, or instances of financial emergency. The report also confirmed the District complied, in all material respects, with applicable requirements of the Florida Auditor General.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, Accepting the Fiscal Year 2025 Audit Report, was approved.

SIXTH ORDER OF BUSINESS**Update Regarding Comcast Revenue**

Mr. Biagetti provided an update regarding the District's Comcast Revenue Share Agreement. He reported through March the District had collected \$5,469.19 in Comcast franchise revenue for the first quarter. It was noted that the agreement continues to provide positive financial benefit to the District and represents a favorable outcome. The update was received for informational purposes.

SEVENTH ORDER OF BUSINESS**Consideration of Proposals:****A. Atlantic Coast High School Swim Team**

Mr. Biagetti presented discussion regarding the Atlantic Coast High School swim team's request to use the community pool for the upcoming season. The Board, staff, and team representatives discussed scheduling options to minimize conflicts with resident use while accommodating the team's practices.

Representatives explained that the greatest scheduling conflicts would occur during the first one to two weeks of the season and expressed a willingness to reduce reserved lanes, adjust practice times, and limit schedule modifications to the beginning of the season. The Board

reviewed maintenance schedules, resident lap swim usage, and prior-year reservation practices to identify times while minimizing impacts to residents.

Following discussion, the Board supported allowing the swim team to practice from 7:00 a.m. to 9:00 a.m. during the first week of pre-planning, with maintenance activities adjusted as needed. Team representatives agreed the schedule would meet their needs and noted that any additional practice time later in the season for regional or state competition would be requested only if necessary.

The Board also discussed the financial terms of the agreement. Members considered replacing the previously discussed \$500 seasonal contribution with a \$50 weekly facility use fee, while recognizing the District's need to fund future refurbishment of the starting blocks and other pool equipment. Additional discussion included the possibility of entering into a multi-year agreement with the school to provide long-term scheduling consistency and establish predictable financial contributions toward facility use and maintenance.

Ms. Reynolds motioned to authorize the Atlantic Coast High School swim team to use the pool under the agreed scheduling agreement, and staff was directed to continue discussions regarding final financial terms and a potential multi-year agreement for future Board consideration.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, the Proposal from Atlantic Coast Highschool Swim Team, was approved.

B. Brightview for Sod Installation

The Board reviewed Brightview's proposal for sod installation and discussed alternative methods for restoring deteriorated turf areas throughout the community. Staff explained that hydroseeding may provide a more cost-effective solution, particularly in areas with exposed tree roots and uneven terrain where traditional sod installation may not be the most practical option.

The Board discussed the condition of several common areas, noting that irrigation appears to be functioning properly and that some locations have already shown improvement following aeration and fertilization. Staff reported that hydroseeding is significantly less expensive than the proposed Bermuda sod installation, with hydroseeding estimated at approximately \$3,000 per acre compared to the sod proposal of approximately \$19,199.

Following discussion, the Board expressed support for further evaluating hydroseeding in multiple areas of the community before proceeding with the proposed sod installation.

C. Brightview Tree Removal

The Board reviewed Brightview's proposal to remove several declining crepe myrtles from a median along Racetrack Road at a cost of approximately \$1,800. Staff explained that the work would improve the appearance of the area and enhance visibility while removing dead vegetation that had accumulated over several years.

Board members discussed the condition of the existing trees, maintenance responsibilities for the median, and whether replacement landscaping should be included as part of the project. Several members expressed a preference for replacing the removed trees or installing other landscaping rather than leaving the area without vegetation, noting that proper pruning, irrigation, and ongoing maintenance could improve the long-term appearance of the median.

Following discussion, the Board directed staff to revise the proposal to include replacement landscaping and bring back an updated recommendation for further consideration.

D. Brightview Irrigation Repairs

Mr. Biagetti provided an update on irrigation repairs identified during landscape walkthrough. It was reported that Brightview agreed to cover the cost of the irrigation repairs identified during the walkthrough, with the District only responsible for costs associated with tracking and repairs to certain valves discovered during inspection. Staff also noted that the branch manager had agreed to cover additional related costs.

The Board discussed the repair process, including verification of previously replaced piping, ensuring there would be no additional wiring charges, and the possibility of converting to a remote irrigation clock in the future after completion of the current work. It was determined that no Board action or motion was necessary because the repairs were being completed under the contractor's responsibility.

E. Sidewalk and Curb Repair

Mr. Antonopoulos reviewed proposals from multiple contractors for sidewalk and curb repairs throughout the District. He compared the vendor's repair methods, pricing structures, and scope of work, including sidewalk grinding, foam leveling, and curb replacement. Board members

discussed the advantages and disadvantages of each approach, concerns regarding long-term durability, ADA compliance, public safety, and whether the proposals adequately addressed all identified repairs.

Following discussion, the Board agreed that additional field review by Supervisor Nierengarten would be beneficial before selecting the final contractor. Ms. McKinney motioned to authorize sidewalk and curb repairs in an amount not to exceed \$13,000, with Supervisor Nierengarten delegated authority to approve the final proposal based on the site review.

On MOTION by Ms. McKinney, seconded by Mr. Largen, with all in favor, to Authorize Sidewalk and Curb Repair in an Amount NTE \$13,000, with Supervisor Nierengarten Delegated Authority to Approve Final Proposal based on Site Review, was approved.

F. Amenity Athletics for 2026/2027

Mr. Biagetti presented the proposed renewal of the Amenity Athletics agreement for 2026-2027. Discussion included positive feedback regarding the program's overall operation, field maintenance, and the variety of athletic offerings. Board members suggested increasing the presence of coffee vendors during morning athletic events, adding additional "No Parking" signage around the athletic fields during busy weekends, and requiring coaches or staff to wear identifying apparel or badges to make them more recognizable to residents. The Board also discussed replacing or adding wheels to movable soccer goals to reduce damage caused by dragging them across the fields. Concerns were raised regarding resident participation in basketball programs, with staff noting they would explore additional outreach efforts, including clinics and targeted communication, to increase resident enrollment. The Board confirmed that the renewal terms remained substantially the same as the prior agreement, with the primary change being updates to the athletic schedule to accommodate the school calendar and spring break dates. No changes were made to the revenue-sharing provisions. Following discussion, a motion was made to approve the 2026-2027 Amenity Athletics Renewal Agreement as presented.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, the Proposal from Amenity Athletics for 2026/2027 Renewal Agreement, was approved.

EIGHTH ORDER OF BUSINESS**Discussion of Fiscal Year 2027 Approved Budget**

Mr. Biagetti reviewed the proposed Fiscal Year 2027 budget, noting that the Board had previously participated in a budget workshop and that the current proposal reflected approximately a \$40-\$45 increase in the annual O&M assessment per unit (approximately 2.4%), while maintaining the previously approved assessment level. The Board was advised that the line items could still be adjusted prior to the budget hearing provided the overall assessment amount did not increase. Discussion focused primarily on irrigation repair funding, landscape contingency funds, and the cost of completing remaining landscape improvements throughout the community. Staff explained that irrigation repairs could be funded through landscape contingency or, if necessary, capital reserves for larger capital items, and confirmed that approximately \$43,000 remained in the contingency fund for the fiscal year. The Board also discussed revising the budget description for the gym monitor position to more accurately reflect the employee's duties, replacing the title "Gym Monitor" with "Facility Attendant" to better describe the position and avoid confusion. Staff noted that additional clarifying language would be included in advance of the scheduled public budget hearing.

NINTH ORDER OF BUSINESS**Staff Updates**

There being no comments, the next item followed

TENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Haber responded to Board questions regarding recent incidents within the District and advised that, based on the information available, they did not anticipate any significant impact on the District's insurance premiums beyond normal annual adjustments. Mr. Haber noted that the District's insurance carrier had generally experienced favorable premium trends and that preliminary projections did not indicate a need for budget adjustments related to insurance costs. Mr. Haber further explained that, should any incident progress to litigation, legal representation would likely be through the District's insurance carrier. If coverage were unavailable, additional legal fees could be incurred; however, based on the known circumstances, he anticipated any necessary legal work would be covered under the District's insurance policy. No Board action was taken.

B. District Manager

Mr. Biagetti reminded Board members to complete and file their required Form 1 financial disclosures with the Florida Commission on Ethics by the applicable deadline and noted that qualifying for the 2026 Supervisor election was underway. The Board discussed the upcoming election cycle, including open seats, the process for filling vacancies if a seat remains unfilled, and the statutory 90-day period during which a vacancy may be filled by Board appointment. Board members also discussed ways to increase public awareness of open Board positions, including posting notices on the District website and encouraging community outreach to promote participation while remaining neutral regarding candidates. The discussion emphasized transparency, educating residents about the election process, and encouraging qualified community members to serve. No Board action was taken.

C. Amenity Management & Field Operations – Report

Ms. DeMarco reported that summer programming and amenity operations have had a successful start, with strong attendance at pool activities, community events, and summer camp. Upcoming events include Father's Day and Fourth of July celebrations featuring games, entertainment, and family activities. Ms. DeMarco noted positive resident feedback regarding recent parking improvements and event operations and reported that plans are being developed to upgrade pool furnishings and shaded seating areas, with a phased presentation and cost estimates to be brought to the Board at a future meeting. Summer camp enrollment remains strong, with high returning camper and staff participation. Ms. DeMarco also discussed challenges in scheduling resident activities while camp is in session due to facility space limitations and emphasized ongoing efforts to balance programming for all residents. Additional operational improvements, including enhanced signage, QR code implementation, and other amenity enhancements, are underway. No Board action was taken.

Mr. Antonopoulos reported on ongoing maintenance and improvement efforts throughout the community, including routine pond cleanup, splash pad and pool equipment repairs, pressure washing of amenities and common areas, electrical and plumbing repairs, restroom maintenance, HVAC repairs, and preparations for the summer camp season.

Additional projects include decorative rock installation, gazebo enhancements, restroom painting, and sidewalk improvements. Staff also addressed safety concerns regarding decorative

rocks at Veterans Park, noting efforts to reduce hazards caused by children moving the rocks. Lastly, staff discussed an access control issue at the sauna, identifying a card reader malfunction and confirming that corrective action would be taken. No Board action was taken.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Biagetti opened the meeting for Supervisor requests and audience comments.

A resident expressed appreciation to staff and the Board, thanking them for providing the microphone system and acknowledging staff assistance and communication. Additional comments included positive feedback regarding recent community events, including Saturday night movie, with residents noting the sound quality was appropriate and the event was well received.

Supervisor Brighton initiated a discussion regarding amenity center operations, focusing on facility hours, staffing levels, and providing clearer operational direction for management. Discussion included clarification of the Board's expectations for amenity closing procedures, noting confusion over whether only the office closes at 9:00 p.m. or whether other amenities should remain open later. He emphasized the need for clear, black- and -white policies that staff can consistently follow. He expressed concern that weekend staffing, particularly on Friday and Saturday evenings during the busy summer season, is inadequate. He noted that staff members are often overwhelmed and questioned whether an additional employee should be scheduled during peak periods to better manage resident activity, parties, and facility operations. Mr. Brighton stated that staffing shortages create operational strain and increase the risk of employee burnout. He suggested the Board consider budgeting for additional staffing resources if necessary to maintain service levels and retain quality employees. Discussion also included previous concerns regarding staffing during food truck events and busy evenings, emphasizing the importance of ensuring visible staff presence and adequate coverage whenever the amenities are heavily utilized. Discussion concluded with that while staffing levels appear manageable during slower months, the Board should continue working with GMS to identify where additional hours or personnel are needed during peak operational periods. Management indicated there has been no resistance to providing additional staffing when operational needs justify it.

Supervisor McKinney requested that management consider sending an email blast to residents notifying them of the open Board seat and reminding interested candidates of the qualifying deadline to help increase community awareness. While management noted that this is

not the District's typical practice, it was confirmed that the information is posted on the District's website. Board members emphasized that the intent was not to endorse or discourage any candidate, but simply to ensure residents were aware of the opportunity to serve on the Board and encourage greater community participation. The Board discussed the importance of keeping any communication neutral and informational so as not to create the appearance of supporting a particular candidate. Additional discussion included requests that future graduation banners be installed lower to the ground, noting they had been mounted too high, and commented that additional banner space may need to be considered as the number of graduates continues to grow.

Supervisor Largen expressed concern regarding the cleanliness of the community pool, noting that debris and other visible materials can accumulate throughout the week between scheduled service visits. He suggested evaluating whether additional cleaning or maintenance could be performed during the week to improve the pool's appearance and resident experience. He also recommended that staff working throughout the amenity center wear name tags to make them more easily identifiable and approachable to residents. Management explained that the pool vendor services the pool three times per week, while District staff conduct daily inspections, monitor equipment, skim debris, empty baskets, and address maintenance concerns between vendor visits. Management further advised that lifeguards routinely test water chemistry and that the pool continues to meet applicable health department standards.

Supervisor Reynolds commended District staff and management for their responsiveness in addressing recent resident concerns and recognized the challenges of balancing customer service while enforcing community policies. She requested that the Board be kept informed of the status of the ongoing investigation involving a resident interaction with District staff, acknowledging that management should continue handling the matter while providing updates as appropriate. During the discussion, management advised that the investigation remains active, legal counsel and the District's insurance carrier have been notified, and no Board action is required at this time. Supervisor Reynolds also encouraged management to continue enforcing the District's zero-tolerance policy for violence and disruptive behavior, emphasizing that staff have the Board's full support when enforcing community rules and addressing repeat offenders. She noted the importance of ensuring the amenity center is adequately staffed during busy periods and suggested reviewing procedures to ensure staff visibility and communication with residents. Finally, Supervisor Reynolds complimented staff on recent community events, expressed interest in

expanding adult-oriented programming such a movie and trivia nights, thanked management for their efforts in controlling landscaping costs, and announced her intention to submit her candidacy for the upcoming Board election.

TWELFTH ORDER OF BUSINESS Financial Statements

A. Balance Sheet as of April 30, 2026, and Statement of Revenue & Expenditures for the Period Ending April 30, 2026

The Board reviewed the unaudited financial statements through April 30, 2026. Mr. Biagetti reported that the District is showing a positive variance of approximately \$42,000.

B. Assessment Receipt Schedule

The Board reviewed the assessment receipt schedule and noted that collections were in good shape, with about 98.95% of assessments collected so far.

C. Approval of Check Register

Mr. Biagetti reviewed the check register totaling \$112,251.57. Nothing else was noted, and with no questions from the Board, a motion was made to approve the financials and check register.

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

THIRTEENTH ORDER OF BUSINESS Closed Session: Discussion of Security Cameras (*will be sent under separate cover*)

Mr. Biagetti noted that a closed session had been included on the agenda. The Board tabled security proposals. Staff was directed to bring back answers to questions the Board has.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – July 20, 2026 @ 6:00 p.m. Bartram Springs Amenity Center

Mr. Biagetti stated that the next scheduled meeting is on July 20, 2026, at 6:00 p.m. at the Bartram Springs Amenity Center.

FIFTEENTH ORDER OF BUSINESS Adjournment

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

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

B.

1.

BrightView

Landscape Services

Irrigation Report

Property Name: Baifan Springs

Controller Location: Behind Pool Pump house

Job #: _____

Tech Name: Anthony Canales

Type of controller: Hunter

Date: 06-09-26

Access Code: _____

Controller Name: Club house

Zones per Controller: 16

Page: _____ of _____

Prog	Run Days / Zones	Start Time	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Spray Rotor Drip:			!	R	S	R	S	S	R	S	S	S	R	S	R	R	S	S
A	S M T W TH F S																	
B	S M T W TH F S																	
C	S M T W TH F S																	
D	S M T W TH F S																	
E	S M T W TH F S																	
F	S M T W TH F S																	
Broken Head			(1)					(1 Add)	(1)					(1)				
Broken Riser																		
Broken Nozzle				12		3	8		(2)					(1 MPK)				
Broken Lateral Line																		
Broken Bubbler																		
Broken Rotor																		
Cut Drip Line																		
Valve Inoperable			X															
Solenoid/Decoder Inoperable																		
Broken valve box/Missing Lid																		
Good Zone																		
Maint. Damage (NO CHARGE)																		

Which Zones are Annual Zones: #6, #8

Backflow/Meter Location: _____

Reclaim Water or Pump _____

Replace Rain/Freeze Sensor: _____

Irrigation Map?: _____

Tech Notes: #2 Find Valve Turn OFF, stuck on Valve / #3 - 12 Closed nozzles, 1 Spray Broken Body / #5 - 3 Closed nozzles / #6 - 8 Closed nozzles / #7 - 1 Add 1 Rotor / #8 - 2 Closed nozzles / #9 - 1 Spray Broken Body, #10 - 2 Spray Broken Body / #11 - 1 Spray Broken Body, 1 MPK Broken, 1 Rotor not turn / #12 - 1 Rotor not turn / #13 - 1 Broken lateral line, #14 - 1 Rotor Broken Body

BrightView

Landscape Services

Access Code: 8444

Property Name:

Barton Springs

Tech Name:

Anthony Cavalier

Controller Name:

Shopping Center

Irrigation Report

Controller Location:

Behind Sign near Side

Type of controller:

Rain Bird

Zones per Controller:

14

Job #:

Date: 06-09-26

Page:

of

Prog	Run Days / Zones	Start Time	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Spray Rotor Drip:		<u>S/R</u>	<u>R</u>	<u>R</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>R</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>
A	<u>S</u> <u>M</u> <u>T</u> <u>W</u> <u>TH</u> <u>F</u> <u>S</u>	<u>9pm</u>	<u>20</u>	<u>20</u>	<u>30</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>
B	<u>S</u> <u>M</u> <u>T</u> <u>W</u> <u>TH</u> <u>F</u> <u>S</u>	<u>3AM</u>	<u>20</u>							<u>15</u>		<u>20</u>	<u>20</u>			
C	<u>S</u> <u>M</u> <u>T</u> <u>W</u> <u>TH</u> <u>F</u> <u>S</u>	<u>6AM</u>	<u>5hrs</u>													
D	<u>S</u> <u>M</u> <u>T</u> <u>W</u> <u>TH</u> <u>F</u> <u>S</u>															
E	<u>S</u> <u>M</u> <u>T</u> <u>W</u> <u>TH</u> <u>F</u> <u>S</u>															
F	<u>S</u> <u>M</u> <u>T</u> <u>W</u> <u>TH</u> <u>F</u> <u>S</u>															

Broken Head																
Broken Riser																
Broken Nozzle																
Broken Lateral Line																
Broken Bubbler																
Broken Rotor																
Cut Drip Line																
Valve Inoperable																
Solenoid/Decoder Inoperable																
Broken valve box/Missing Lid																
Good Zone																
Maint. Damage (NO CHARGE)																

Which Zones are Annual Zones: #1, #9, #11, #12

Backflow/Meter Location: _____

Reclaim Water or Pump _____

Replace Rain/Freeze Sensor: _____

Irrigation Map?: _____

Tech Notes: #2 - 1 Rotor not turn / #3 - 1 Rotor not turn / #4 - Replace 6 nozzles / #5 - Replace 3 nozzles
#6 - NO WORK / #7 - 4 Broken sprays, 4 closed nozzles, 1 broken pipe / #8 - 1 closed nozzle / #9 - 2 closed nozzles
#10 - 2 closed nozzles / #11 - 6 closed nozzles
* 2 Main lines leaking underground.

Landscape Services

Property Name: San Juan Springs

Tech Name: Anthony Canale

Controller Name: Paric

Controller Location: _____

Type of controller: Hunter Icee

Zones per Controller: 16

Job #: _____

Date: 06-09-20

Page: _____ of _____

Access Code: _____

[illegible]

Which Zones are Annual Zones: _____

Backflow/Meter Location: _____ Reclaim Water or Pump Replace Rain/Freeze Sensor: _____

Irrigation Map?: _____ Tech Notes: _____

BrightView³Date Inspected: 6/10

Location: BV-5 2:30 AM

Zones: _____ **Start Time** _____ **Water Days:** M ☒ P ☒ W ☒ R ☒ F ☒

Service Information			Service Adjustment			Billable Repair/Service			
Zone	Time	Type	Operating	Adjust	Cleaned	Heads	Nozzles	Raised	Misc/Battery
1	20	RDS	Y N				1		
		RDS	Y N						
		RDS	Y N						
		RDS	Y N						
		RDS	Y N						
		RDS	Y N						

Location: BV-6

Zones: 3 Start Time: 2 AM Water Days: T W R S

[illegible]

Location: DV-7

Zones: _____ Start Time: 1:40 PM Water Days: ☒ T ☒ W ☒ R ☒ S

[illegible]

2.

Quality Site Assessment

Prepared for: Bartram Springs CDD

General Information

DATE: Tuesday, Jul 07, 2026

NEXT QSA DATE: Tuesday, Jul 14, 2026

CLIENT ATTENDEES:

BRIGHTVIEW ATTENDEES: Daniel Bauman

Customer Focus Areas

Quality you can count on.

7

Seven
Standards of
Excellence

1



Site Cleanliness

2



Weed Free

3



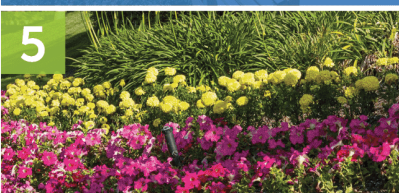
Green Turf

4



Crisp Edges

5



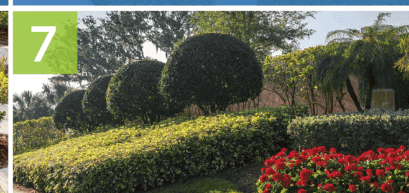
Spectacular Flowers

6



Uniformly Mulched Beds

7

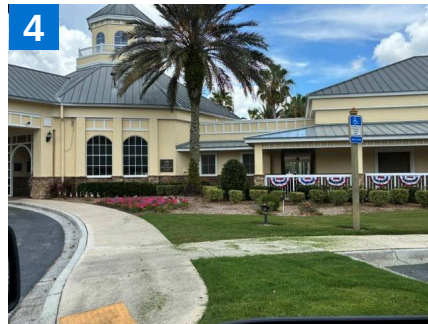


Neatly Pruned Trees & Shrubs

QUALITY SITE ASSESSMENT

Bartram Springs CDD

Notes to Owner / Client



- 1** We noted a dead pine tree along Bartram Springs Blvd. We will submit a proposal for its removal, including stump grinding.
- 2** The crew is doing a good job keeping the common areas maintained, such as the JEA station off Green Pond Dr.
- 3** Recommend submitting a proposal to replace the missing sod in the area where the food trucks are located. This will help restore the turf, improve the overall appearance of the site.
- 4** A rendering and proposal for the front entrance of the clubhouse will be submitted to the Board for review.

QUALITY SITE ASSESSMENT

Bartram Springs CDD

Notes to Owner / Client



- 5** Examples of work recently completed using a ladder.
- 6** A turf weed and feed application has recently been completed, including the application of a granular fertilizer to promote healthy turf growth and improve overall lawn appearance.
- 7** The newly installed summer flowers are vibrant, healthy, and enhancing the overall appearance of the landscape.
- 8** During the month of June, we completed one of the quarterly perimeter mowing cycles for outskirts of the property.

QUALITY SITE ASSESSMENT

Bartram Springs CDD

Notes to Owner / Client



- 9** A proposal to hydroseed the front half of the amenities will be submitted for review and approval.

FIFTH ORDER OF BUSINESS

Ibis Painting
822 N. A1A Highway Suite #310
Ponte Vedra, FL 32082
Ibispainting.com
(904)-424-3387
Lic. #BL-5959



Ibis Painting Proposal

Attn: Andy Antonopoulos

Date: 6-29-26

Address: Bartram Springs Bathroom – Clubhouse

Phone: 904-803-2763

Email: AAntonopoulos@gmsnf.com

Exterior Scope of Work: Clubhouse – Repaint rear gutters and downspouts to match new ones.

Preparation and Maintenance: Hand clean areas prior to painting. Drop cloths, paper, and plastic will be used to protect flooring.

Paint Application: – 2 coats of Sherwin-Williams Industrial DTM Paint.

Price Includes All Paint, Labor, and Materials.

General Conditions

This contract and conditions shall become part of the paint manufactures specifications and shall be binding in every respect. Please note, this proposal and the quoted price(s) outlined will expire after (3) months from the date of this proposal. Any alteration involving extra costs will be executed only upon written order and will become an additional charge over and above estimate.

The work to be done by the painting contractor shall include the furnishing of all materials and labor to complete the preparation and painting project tasks outlined.

Upon request, Ibis Painting will provide proof of the valid contractor license, Certificate of General Liability Insurance, as well as obtain necessary project permits when required.

All projects will commence after Ibis Painting has received a 50% of the total job price. All agreements are contingent upon possible delays beyond our control (i.e. weather setbacks). Ibis Painting reserves the right to terminate the contract at any time, but only reimbursing the Owner/Representative in full for any funds received. The 50% deposit for a proposed project is non-refundable once preparation and work has begun.

As a family owned company, we at Ibis Painting strive to achieve 100% customer satisfaction. If for some reason we fall short of this, upon entering into this contract, the customer agrees that rather than writing a negative remark online, they will immediately notify the owner of Ibis Painting and provide a chance for the issue to be resolved.

If multiple projects are being handled at this job site, other than the items in the scope of work to be handled by Ibis Painting, then the following condition would apply; The quoted amount(s) on this proposal is contingent upon Ibis Painting working consecutively from start to finish. If tradesmen not affiliated with Ibis Painting interrupt the painting schedule or cause damages to any of the finished areas, the project may be subject to reassessment. If Ibis Painting work is halted due to other tradesmen, the owner/representative agrees at that time to pay no less than 90% of the balance with no more than 10% of the balance held as a retainer, which will be paid upon completion of the remaining items.

No credits or adjustments to the agreement sum shall be made unless mutually agreed by the contractor or owner.

A. Workmanship

All work will be accomplished by the contractors experienced personnel who are trained and qualified for safe use of the specified products, equipment and rigging needed to accomplish this job.

B. Warranty

Unless otherwise agreed by both parties in writing, the sole warranty of the work shall be as follows: Ibis Painting offers a 5-year exterior labor warranty, in which the contractor will correct defective portions of application due to improper workmanship.

C. Materials and Equipment

All materials will be Sherwin Williams or the paint product(s) agreed upon and approved in the proposed contract.

Colors shall be as specified by the owner/representative. If additional colors, accent walls or any changes to these standards are requested, the Owner/Project Representative will need to bring this to the attention of Ibis Painting for possible reassessment, prior to commencing the project. Additional costs will be charged for work order changes, including color changes, after commencing the project, for labor and materials used.

All materials used in the painting contract will be applied according to the paint manufacturer's label directions and in accordance with the Product Data Specification sheets. All paint colors will be delivered to the job site in their original containers.

All equipment required for the project will be provided by Ibis Painting to complete the project tasks outlined. Equipment utilized will be in sound working condition.

D. Access

The owner shall furnish, at no cost to the contractor an appropriate space on the premises in which to store materials and equipment and to supply all necessary utilities and elevators.

E. Protection of Property and Safety and Standards/Hazardous

The contractor shall comply with all fire, safety, E.P.A., D.E.R. and O.S.H.A regulations.

All trash shall be removed on a frequent basis throughout the duration of the job.

In the event the contractor encounters on the job site lead-based paint or any hazardous material such as, but not limited to asbestos or polychlorinated biphenyl (PCB) about which the contractor has not been notified in writing prior to entering in agreement with the owner, the contractor shall immediately stop work and shall not be responsible for testing, removal, disposal, or rendering harmless of such materials. The owner agrees to hold the contractor harmless as to any liability resulting from such material in the event the contractor has not been notified as previously mentioned. Any additional costs including overhead and profit incurred by these conditions shall be reimbursed to the contractor.

Exterior Surface Preparation

1. House will be inspected for water damage areas.
2. Surfaces to be painted will be chlorinated with a bleach and water mixture to remove and kill mildew, mildew spores, and any other surface contaminants.
3. Surfaces to be painted will be rinsed thoroughly, then water blasted to remove dirt, mildew, chalked paint, and any foreign materials deterrent to the new finish.
4. Windows and doors, not specified to be painted, will be covered with contractor grade film & 3 M blue tape.
5. All permanent flooring will be covered and protected with exterior drop cloths before painting any area and will remain free of painting residue.
6. It is recommended to have all shrubbery to be trimmed back and away from any surfaces to be painted. The contractor is not responsible for any overspray onto shrubbery.
7. All sprinkler systems shall be covered and/or protected against damage during each stage of painting project.
8. Cracks in stucco will be patched using an Elastomeric Waterproofing Compound.
9. In areas applicable, caulking will be applied where needed along seams, cracks, etc.
10. Damaged stucco will be patched with a stucco patch, retextured to match the adjacent surfaces, and primed with a Hot Stucco Primer.
11. All exterior substrates designated not to receive paint coatings shall be covered and/or protected and will remain free of painting residue.
12. Minimal remaining flaking, bubbling, loose paint, or caulking will be scraped away or sanded. Flaking paint is caused by previous painter not prepping/priming properly. Extensive flaking paint voids paint manufacturer's warranty. Excessive flaking that becomes apparent after pressure cleaning will be brought to the homeowners/representative's attention and may need to be reassessed.
13. Remaining dirt or debris will be wiped away from all surfaces prior to painting.
14. Areas of rotted wood to be painted will be repaired first with Bondo, as needed. (Please note that Ibis Painting is not a licensed carpentry contractor. Therefore, only areas of damaged wood that are visible on surfaces can be determined as needing repair. Should greater damage be underneath the surface of the wood to be repaired or replaced, a separate licensed carpentry contractor will have to be acquired by the homeowner to handle this carpentry work, prior to Ibis Painting returning to handle the painting work.

Exterior Finishing System

1. The Owner/Representative will specify colors.
2. Areas of bare/exposed wood will be primed with Oil Based Primer, prior to top coating.
3. All chalky surfaces to be painted will receive first a coat of Sherwin Williams Water Proofing Sealer/Primer. (Sealer will lock down chalky surfaces).
4. Sherwin Williams or agreed upon paint, will be applied to all surfaces to be painted. (The number of coats to be applied will be assessed by contractor and written in proposed contract. Any additional coats will be agreed upon in writing).
5. Surfaces to be painted will be rolled, brushed, sprayed, or back rolled.
6. All cut lines will be completed in the most meticulous, straight, and even fashion.
7. All areas to be rolled will be rolled in a uniform and consistent manner.
8. If any spraying is done, it will be used as an applicator only with low pressure, followed by immediate back rolling. No overspray will contaminate any other areas not to be painted.
9. All paint will be applied in accordance with the correct millage thickness and procedure for coverage recommended in the paint manufacturers label directions.
10. Surrounding areas not to be painted will be free of paint residue.
11. Touch up paint in each color will be left on the job for owner or representative after job is completed.
12. Before completion of job a final walk through and punch out list will be performed to owner and/representative satisfaction.

Ibis Painting
822 N. A1A Highway Suite #310
Ponte Vedra, FL 32082
Ibispainting.com
(904)-424-3387
Lic. #BL-5959

X

Ibis Representative Signature

Date

X

Customer Signature

Date

Total Cost - \$2,400

Ways to pay: check, zelle, venmo, credit or debit card (2.8%) processing fee

SIXTH ORDER OF BUSINESS

Bartram Springs

Community Development District



Approved Budget

FY 2027

July 20, 2026



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Bartram Springs
Community Development District
Approved Budget
General Fund

	Adopted Budget	Actuals Thru	Projected Next	Projected Thru	Approved Budget
Description	FY 2026	5/31/26	4 Months	9/30/26	FY 2027

Revenues

Maintenance Assessments	\$1,648,528	\$1,639,708	\$15,071	\$1,654,779	\$1,713,329
Facility Income	8,000	7,392	2,760	10,152	8,500
Program Sharing	7,400	5,878	1,522	7,400	7,400
Program Sharing - Vesta	19,000	25,035	3,000	28,035	25,000
Comcast Revenue Share	20,000	16,389	5,400	21,789	20,000
Interest / Miscellaneous Income	24,996	22,056	8,390	30,446	25,000
Carryforward	-	-	-	-	-
TOTAL REVENUES	\$1,727,924	\$1,716,459	\$36,142	\$1,752,601	\$1,799,229

Expenditures

Administrative

Supervisor Fees	\$14,000	\$7,800	\$3,800	\$11,600	\$14,000
FICA Expense	1,071	597	291	887	1,071
Engineering	7,000	6,786	5,574	12,360	12,500
Attorney	33,000	17,666	17,608	35,273	36,000
Annual Audit	3,700	3,700	-	3,700	3,800
Assessment Roll	7,597	7,597	-	7,597	8,053
Arbitrage	450	-	450	450	450
Trustee	4,435	3,030	1,095	4,125	4,435
Management Fees	66,454	44,303	22,151	66,454	70,441
Information Technology	1,890	1,260	630	1,890	2,003
Website Maintenance	1,416	944	472	1,416	1,501
Telephone	848	512	336	848	848
Postage	2,000	512	1,511	2,023	2,000
Insurance	89,194	78,530	-	78,530	75,282
Printing & Binding	2,850	2,314	2,686	5,000	3,700
Legal Advertising	3,400	829	1,672	2,500	3,400
Other Current Charges	3,500	2,736	1,400	4,136	4,200
Office Supplies	350	39	40	79	350
Dues, Licenses & Subscriptions	175	175	-	175	175
TOTAL ADMINISTRATIVE	\$243,330	\$179,329	\$59,714	\$239,043	\$244,209

Amenity Center

Utilities

Electric	\$75,000	\$36,150	\$27,405	\$63,556	\$75,000
Water/Irrigation	28,000	16,572	6,000	22,572	20,000
Phone/Cable/Internet	14,400	10,962	5,600	16,562	17,600
Gas	1,800	1,113	600	1,713	1,800
Trash Removal	11,433	8,052	3,811	11,863	11,900

Security

Security Monitoring	500	280	-	280	500
Access Cards	1,000	365	635	1,000	1,000

Management Contracts

Facility Management	175,951	117,301	58,650	175,951	190,028
Pool Attendants	93,579	21,097	72,482	93,579	101,065
Guest Services Attendant	95,665	63,777	31,888	95,665	103,318
Field Operations Management	103,329	68,886	34,443	103,329	111,595
Retention Bonus	-	100	10,000	10,100	10,275
Pool Maintenance	34,781	23,187	11,924	35,111	37,564
Janitorial	22,416	14,944	7,472	22,416	24,209
Facility Attendant	40,060	26,707	13,353	40,060	43,265

Bartram Springs
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
<i>Amenity Center (Continued)</i>					
Facility Maintenance	\$106,163	\$71,108	\$35,388	\$106,496	\$114,656
Pool Chemicals	47,200	25,120	15,251	40,372	47,200
Repairs & Maintenance	100,000	63,908	36,092	100,000	100,000
Special Events	25,000	16,481	8,519	25,000	30,000
Holiday Decorations	9,350	11,061	-	11,061	12,000
Fitness Center Repairs/Supplies	5,000	1,328	1,616	2,944	5,000
Office Supplies	8,200	4,058	4,140	8,198	8,200
ASCAP/BMI Licenses	1,000	-	-	-	1,000
TOTAL AMENITY CENTER	\$999,827	\$602,558	\$385,270	\$987,828	\$1,067,175
<i>Grounds Maintenance</i>					
Landscape Maintenance	\$203,762	\$126,462	\$61,668	\$188,130	\$185,004
Landscape Contingency	80,238	36,731	43,507	80,238	80,238
Athletic Field	36,000	21,300	12,400	33,700	36,000
Lake Maintenance	31,667	17,312	7,556	24,868	31,667
Fountain Maintenance	1,600	2,436	500	2,936	2,800
Grounds Maintenance	6,000	2,050	700	2,750	3,000
Pump Repairs	5,000	608	4,392	5,000	5,000
Streetlight Repairs	3,000	3,120	-	3,120	3,000
Irrigation Repairs	15,000	28,537	-	28,537	15,000
Miscellaneous	2,500	161	2,339	2,500	2,500
TOTAL GROUNDS MAINTENANCE	\$384,767	\$238,717	\$133,062	\$371,779	\$364,209
TOTAL EXPENDITURES	\$1,627,924	\$1,020,604	\$578,046	\$1,598,650	\$1,675,593
<i>Other Sources/(Uses)</i>					
Capital Reserve Transfer Out	\$(100,000)	\$(31,577)	\$(100,000)	\$(131,577)	\$(123,636)
Excess Revenue Transfer In	-	31,758	-	31,758	-
Total Other Sources/(Uses)	(\$100,000)	\$181	(\$100,000)	(\$99,819)	(\$123,636)
EXCESS REVENUES (EXPENDITURES)	\$0	\$696,035	\$(641,904)	\$54,132	\$0

⁽¹⁾ Carry forward surplus is net of maintenance reserves

Bartram Springs
Community Development District
General Fund
Budget Narrative

REVENUES

Special Assessments-Tax Roll

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

Facility Income

Represents miscellaneous income received for activities related to the Amenity Center.

Program Sharing Income

Represents miscellaneous income received based on the Sharing of Revenues agreement between the District and third party vendors.

Comcast Revenue Share

The District will receive marketing revenues from Comcast

Interest/Miscellaneous Income

The District will receive interest on all excess funds invested with U.S. Bank and State Board Administration. The amount is based upon the estimated average balance of funds available during the fiscal year. Miscellaneous Revenue includes Swim Season Revenue, Northeast Florida Vending Revenue, and other miscellaneous deposits.

Expenditures - Administrative

Supervisors Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 12 meetings and possible additional meetings.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Engineering

The District's engineer, Matthews Design Group, LLC, will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, Kutak Rock LLP, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

Assessment Roll Administration

GMS, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Arbitrage

The District is required to have an annual arbitrage rebate calculation prepared for the District's Series 2021 Special Assessment Refunding and Revenue Bonds.

Trustee Fees

The District bonds will be held and administered by a Trustee. This represents the trustee annual fee for Special Assessment Refunding and Revenue Bonds Series 2021.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Information Technology

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services, LLC.

Website Maintenance

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by Governmental Management Services, LLC and updated monthly.

Communication - Telephone

Internet, Phone and Wi-Fi service for Office.

Postage and Delivery

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon estimated premium for the District.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Bartram Springs
Community Development District
General Fund
Budget Narrative

Expenditures - Administrative (continued)

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Other Current Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

Expenditures - Amenity Center

Electric & Water

The District has utility accounts with JEA to provide electricity and water for the District.

Electric Acct #	Meter #	Location	Monthly	Annual
2568379466	22489908	14532 Cherry Lake Dr E Apt TRCT	\$4,212	\$50,544
2568379466	22493394	14543 Cherry Lake Dr W Apt LS01	\$30	\$360
2568379466	22508751	17 Everest La Apt SG01	\$850	\$10,200
1540008426	24063319	14751 Bartram Springs Pkwy	\$150	\$1,800
1540008426	22493397	14857 Bartram Springs Pkwy	\$100	\$1,200
Contingency			\$908	\$10,896
Total Electric			\$6,250	\$75,000
Water & Sewer Account #	Meter #	Location	Monthly	Annual
2568379466	83003017	14530 Cherry Lake Dr E	\$67	\$809
2568379466	83003017	14530 Cherry Lake Dr E	\$140	\$1,680
2568379466	86860454	14530 Cherry Lake Dr E	\$245	\$2,940
2568379466		14530 Cherry Lake Dr E	\$32	\$386
2568379466	86860454	14531 Cherry Lake Dr E	\$88	\$1,050
1540008426	101725871	14751 Bartram Springs Pkwy	\$18	\$210
1540008426	101725871	14751 Bartram Springs Pkwy	\$25	\$302
Contingency			\$29	\$343
Total Water & Sewer			\$643	\$7,721
Irrigation Account #	Meter #	Location	Monthly	Annual
2568379466	100691764	14530 Cherry Lake Dr E	\$330	\$3,962
2568379466	894241659	61 Everest Lane Apt IR01	\$629	\$7,549
1540008426	75759444	14752 Bartram Springs Pkwy	\$39	\$469
Contingency			\$25	\$300
Total Irrigation			\$1,023	\$12,279
Total Water/Sewer & Irrigation				\$20,000
TOTAL UTILITIES				\$95,000

Phone/Cable/Internet

The District has accounts with Comcast to provide telephone, cable television services, and internet for the Amenity Center.

Account #	Location	Monthly	Annual
8495-74-121-1618453	14530 Cherry Lake Dr E OFC	\$887	\$10,644
8495-74-121-2680338	Fitness Center	\$190	\$2,280
8495-74-120-3774991	14751 Bartram Springs Pkwy	\$376	\$4,512
Contingency	Contingency	\$14	\$164
Total		\$1,467	\$17,600

Gas

The District has accounts with TECO-Peoples Gas and Florida Natural Gas to provide gas to the Amenity Center.

Vendor	Account #	Location	Monthly	Annual
TECO	211003320143	14530 Cherry Lake Dr E	\$48	\$576
TECO	221003032432	14531 Cherry Lake Dr E Fire Pit	\$55	\$660
Florida Natural Gas	38487	Inside FERC FGTZ3	\$7	\$84
Florida Natural Gas	38488	Inside FERC FGTZ3	\$8	\$96
Contingency		Contingency	\$32	\$384
Total			\$150	\$1,800

Trash Removal

The District uses Logistic Rubicon Global for refuse picking up at the Amenity Center.

Security Monitoring

The District has contracted with Atlantic Companies, Inc. to monitor the Amenity Center.

Access Cards

Cost of access cards for issuance to new residents and to replace lost or damaged cards.

Facility Management

The District contracted with Governmental Management Services, LLC to provide management services for the Amenity Center. This includes staffing of amenity center with full-time and part-time personnel, to include a General Manager, Amenity Manager, and Assistant Amenity Manager

Bartram Springs
Community Development District
General Fund
Budget Narrative

Expenditures – Amenity Center (continued)

Pool Attendants

The District has contracted with Governmental Management Services, LLC to provide pool attendants during the operating season for the pool. This line includes night swim for extended evening hours staffing of front office pool monitors, and lifeguards.

Guest Services Attendant

The District has contracted with Governmental Management Services, LLC to provide front desk attendants to work the amenity center office assisting resident questions and concerns.

Field Operations Management

The District is contracted with Governmental Management Services, LLC to manage maintenance contracts for the District and manage community appearance of all common areas and District facilities. This includes staffing for a full-time Operations Manager and part-time operations personnel.

Pool Maintenance

The District utilizes the services of Governmental Management Services, LLC to maintain the pool.

Janitorial Services

The District utilizes the services of Governmental Management Services, LLC to provide janitorial services.

Facility Attendant

The District contracts with Governmental Management Services, LLC for monitor of fitness room during evening hours of fitness room operations when front office is not staffed. Monitor duties are to prevent unauthorized use of fitness room and prevent vandalism or misuse of equipment.

Facility Maintenance

The District has a contract with Governmental Management Services, LLC to provide maintenance employees to perform Amenity Center maintenance services.

Pool Chemicals

The estimated cost for delivery of pool chemicals. The District is contracted with Poolsure for services.

Vendor	Contract	Monthly	Annual
PoolSure	October-March	\$2,984	\$17,904
PoolSure	April-September	\$3,786	\$22,713
	Contingency	\$549	\$6,583
	Total		\$47,200

Repair & Maintenance

Represent estimated cost of regular maintenance and replacement throughout the district and amenity center.

Special Events

Represents estimated costs for the District to host special events for the community throughout the Fiscal Year.

Holiday Decorations

Represents estimated costs for the District to decorate the amenity center throughout the Fiscal Year.

Fitness Center Repairs/Supplies

Represents estimated costs for the Fitness Center repairs of equipment, purchase of supplies, and preventative maintenance contract.

Office Supplies

Represents miscellaneous office supplies needed throughout the Fiscal Year for the amenity center.

ASCAP/BMI Licenses

License fee required to broadcast music to the amenity center.

Bartram Springs
Community Development District
General Fund
Budget Narrative

Expenditures – Grounds Maintenance

Landscape Maintenance

The District has a contract with Brightview Landscape Services Inc for the maintenance of the landscape.

Vendor	Contract	Monthly	Annual
Brightview Landscape	Landscape service	\$15,417	\$185,004

Landscape Contingency

Estimated cost of landscape services in addition to the monthly contract.

Athletic Field – Additional Maintenance Services

The CDD will contract with vendor to perform addition maintenance treatments of athletic field to ensure adequate conditions for recreational use. Treatments include aerifications, fertilizations, application of growth regulators, and top dressing with sand after aeration. These treatments are in addition to current fertilization program executed by Brightview.

Lake Maintenance

The District has contracted with The Lake Doctors to maintain the lakes and stocking of grass carps.

Vendor	Contract	Monthly	Annual
The Lake Doctor	Lake Maintenance	\$1,889	\$22,668
	Contingency	\$750	\$8,999
		\$2,639	\$31,667

Fountain Maintenance

The District has contracted with The Lake Doctors to maintain the fountain quarterly.

Vendor	Contract	Quarterly	Annual
The Lake Doctor	Fountain Maintenance	\$400	\$1,600
	Contingency	\$100	\$1,200
		\$500	\$2,800

Grounds Maintenance

The day-to-day maintenance of district common areas. Services to include the following:

1. All common areas, lakes, easements and park trash clean up
2. Decorative and ground light bulb replacements
3. Pressure wash, paint, and repairs to district walls
4. Pressure wash, paint & repairs to pillars and entry monuments
5. Storm sewer grate and Lake outfall structure inspections/cleaning
6. Trash can and dog waste receptacle change out including bags
7. Bogus signage removal, maintenance of community signage
8. Tree removal & storm clean up

Pump Repairs & Replacements

Regular maintenance and replacement of various pumps throughout the district.

Street Light Repairs

Regular maintenance and repairs of streetlights throughout the district.

Irrigation Repairs

Represents miscellaneous irrigation repairs and maintenance cost for the District.

Miscellaneous

Other miscellaneous landscape costs not included in other budget categories.

Bartram Springs
Community Development District
Approved Budget
Recreation Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
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Revenues

Summer Camp Revenues	\$61,000	\$29,800	\$42,670	\$72,470	\$99,000
Kid's Night Out Income	3,000	4,760	790	5,550	4,000
Carryforward	-	-	-	-	11,632
TOTAL REVENUES	\$64,000	\$34,560	\$43,460	\$78,020	\$114,632

Expenditures

Youth Programs

Camp Director	\$-	\$-	\$-	\$-	\$9,000
Payroll - Counselors	39,600	1,103	42,306	43,409	45,000
Payroll-Kid's Night Out	2,000	1,845	836	2,681	3,000
Payroll - FICA Expense	3,029	226	3,300	3,526	4,000
Education/Training-CPR Certification	1,095	826	-	826	2,000
Events-Themed	6,000	-	4,000	4,000	6,000
Supplies - Uniforms	700	570	-	570	700
Supplies - Camp	1,350	-	1,350	1,350	2,000
Supplies - Crafts	950	-	950	950	1,500
Supplies - General	1,410	63	1,347	1,410	1,500
Supplies - Pizza Friday	1,800	-	1,350	1,350	1,350
Supplies - Snow Cones Wednesday	900	-	900	900	3,000
Kids Night Out	1,530	1,496	1,304	2,800	3,000
Other Current Charges (Paypal Fees)	1,650	975	1,641	2,617	3,000
Contingency	1,986	-	-	-	28,389
TOTAL YOUTH PROGRAMS	\$64,000	\$7,104	\$59,284	\$66,388	\$113,439
EXCESS REVENUES (EXPENDITURES)	\$-	\$27,456	\$(15,824)	\$11,632	\$1,193

Bartram Springs
Community Development District
Recreation Fund
Budget Narrative

REVENUES

Summer Camp Revenues

Estimated income for campers to attend the Bartram Springs Summer Camp.

Kids Night Out Revenue

Estimated income for Kids Night Out events.

Expenditures - Administrative

Camp Director

Represents administrative fee to be paid to Governmental Management Services LLC weekly during the 9 weeks of summer camp to cover the cost of the Camp Director, accounting, and administrative services provided to manage the Summer Camp.

Payroll - Counselors

Salaries to pay the part-time and full-time camp counselors during the Summer Camp.

Payroll-Kid's Night Out

Salaries to pay the part-time and full-time camp counselors for Kid's Night Out events.

Payroll - FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld for the camp counselors' paychecks (7.65%).

Education/Training-CPR Certification

The cost of Training and CPR certification for all camp counselors.

Events-Themed

Estimated cost for weekly themed inflatables for entertainment.

Supplies - Uniforms

The cost to provide the counselors camp uniform T-shirts.

Supplies - Camp

The cost to purchase miscellaneous supplies needed to run camp activities.

Supplies - Crafts

The cost for the weekly craft projects.

Supplies - General

Miscellaneous supplies such as plates, cups, paper towels and other needed items during camp.

Supplies - Pizza Friday

Each Friday during camp, the campers will enjoy a Pizza lunch.

Supplies - Snow Cones Wednesday

Each Wednesday during camp, the campers will enjoy Snow Cones.

Kids Night Out

Special short Youth program for children at night while parent are out.

Other Current Charges (Paypal Fees)

Bank fees and paypal fees.

Contingency

Any unanticipated expenditure that may arise during summer camp.

Bartram Springs
Community Development District
Approved Budget
Special Assessment Refunding Bonds Series 2021
Debt Service Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
Revenues					
Special Assessments - Tax Roll	\$1,231,341	\$1,224,753	\$11,257	\$1,236,010	\$1,231,341
Interest Earned	26,000	18,788	908	19,696	15,000
Carryforward Surplus	245,854	\$159,715	-	159,715	135,789
Total Revenues	\$1,503,196	\$1,403,256	\$12,164	\$1,415,421	\$1,382,131
Expenditures					
Interest 11/1	\$118,992	\$118,992	\$-	\$118,992	\$111,382
Special Call - 11/1	-	10,000	-	10,000	\$-
Interest 5/1	118,992	118,882	-	118,882	111,382
Principal 5/1	1,000,000	1,000,000	-	1,000,000	1,015,000
TOTAL EXPENDITURES	\$1,237,983	\$1,247,874	\$-	\$1,247,874	\$1,237,764
Other Financing Sources/(Uses):					
Transfer In (Out)	\$-	\$(31,758)	\$-	\$(31,758)	\$-
NET CHANGE IN FUND BALANCE	\$-	\$(31,758)	\$-	\$(31,758)	\$-
EXCESS REVENUES (EXPENDITURES)	\$265,213	\$123,625	\$12,164	\$135,789	\$144,366

*Carry forward surplus is net of Reserve requirement

11/1/2027 Interest \$102,501

Bartram Springs
Community Development District

Special Assessment Refunding Bonds Series 2021
Amortization Schedule

Period	Outstanding Balance	Principal	Interest	Annual Debt Service
11/1/26	10,285,000		111,382	111,382
5/1/27	10,285,000	1,015,000	111,382	
11/1/27	9,270,000		102,501	1,228,883
5/1/28	9,270,000	1,035,000	102,501	
11/1/28	8,235,000		92,798	1,230,299
5/1/29	8,235,000	1,055,000	92,798	
11/1/29	7,180,000		82,907	1,230,705
5/1/30	7,180,000	1,075,000	82,907	
11/1/30	6,105,000		71,485	1,229,392
5/1/31	6,105,000	1,095,000	71,485	
11/1/31	5,010,000		59,851	1,226,336
5/1/32	5,010,000	1,120,000	59,851	
11/1/32	3,890,000		47,251	1,227,102
5/1/33	3,890,000	1,150,000	47,251	
11/1/33	2,740,000		33,595	1,230,846
5/1/34	2,740,000	1,175,000	33,595	
11/1/34	1,565,000		19,642	1,228,236
5/1/35	1,565,000	775,000	19,642	
11/1/35	790,000		9,954	804,596
5/1/36	790,000	790,000	9,954	
				799,954
Total		\$10,285,000	\$1,262,730	\$11,547,730

Bartram Springs
Community Development District
Approved Budget
Capital Reserve Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
<u>Revenues</u>					
Capital Reserve Transfer In	\$100,000	\$31,577	\$100,000	131,577	\$123,636
Interest Income	8,000	10,585	5,388	15,973	10,000
Carryforward	387,967	496,082	-	496,082	522,025
TOTAL REVENUES	\$495,967	\$538,244	\$105,388	\$643,632	\$655,661
<u>Expenditures</u>					
Capital Projects	\$100,000	\$60,404	\$21,189	\$81,593	\$50,000
Repair and Maintenance (1)	39,451	22,077	17,374	39,451	63,518
Other Services Charges	500	334	228	562	660
TOTAL EXPENDITURES	\$139,951	\$82,815	\$38,791	\$121,607	\$114,178
<u>Other Sources/(Uses)</u>					
Transfer In/(Out)	\$-	\$-	\$-	\$-	\$-
Total Other Sources/(Uses)	\$-	\$-	\$-	\$-	\$-
EXCESS REVENUES (EXPENDITURES)	\$356,016	\$455,428	\$66,597	\$522,025	\$541,483

(1) Reserve Study-Fitness Equip, Office Furniture & Equip, Park Restroom Reno, Pool Pergola Framing, Pool Pumps & Equip, and Water Coolers

Bartram Springs
Community Development District
Non-Ad Valorem Assessments Comparison
2026-2027

Neighborhood	O&M Units	Bonds Units 2021	Annual Maintenance Assessments			Annual Debt Assessments			Total Assessed Per Unit		
			FY 2027	FY2026	Increase/ (decrease)	FY 2027	FY2026	Increase/ (decrease)	FY 2027	FY2026	Increase/ (decrease)
								Total			Total
50'	456	456	\$1,155.40	\$1,109.49	\$45.91	\$781.48	\$781.48	\$0.00	\$1,936.88	\$1,890.97	\$45.91
60'	412	411	\$1,219.58	\$1,173.39	\$46.19	\$877.70	\$877.70	\$0.00	\$2,097.28	\$2,051.09	\$46.19
70'	290	288	\$1,283.13	\$1,236.71	\$46.42	\$972.99	\$972.99	\$0.00	\$2,256.12	\$2,209.70	\$46.42
80'	242	242	\$1,345.52	\$1,298.87	\$46.65	\$1,066.56	\$1,066.56	\$0.00	\$2,412.08	\$2,365.43	\$46.65
Multi-Family	294	293	\$391.91	\$373.86	\$18.05	\$207.24	\$207.24	\$0.00	\$599.15	\$581.10	\$18.05
Commercial	21818	21818	\$0.46	\$0.46	\$0.00	\$0.69	\$0.69	\$0.00	\$1.14	\$1.14	\$0.00
Total	23512	23508									

A.

RESOLUTION 2026-04
[FY 2027 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Bartram Springs Community Development District ("**District**") prior to June 15, 2026, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Bartram Springs Community Development District for the Fiscal Year Ending September 30, 2027."

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2027, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2027 or within 60 days following the end of the FY 2027 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF JULY, 2026.

ATTEST:

**BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2027 Budget

B.

RESOLUTION 2026-05
[FY 2027 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2027 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bartram Springs Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Duval County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT:

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

a. **Benefit Findings.** 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. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance ("**O&M Assessment(s)**") is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
 - c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District's Board hereby certifies for collection the FY 2027 installment of the District's previously levied debt service special assessments ("**Debt Assessments,**" and together with the O&M Assessments, the "**Assessments**") in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
 - a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the "**Tax Roll Property**" identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* ("**Uniform Method**"). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District's Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.
6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 20th day of July, 2026.

ATTEST:

**BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget

Exhibit B: Assessment Roll

SEVENTH ORDER OF BUSINESS

RESOLUTION 2026-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY
CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Bartram Springs Community Development District ("**District**") is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE BARTRAM SPRINGS COMMUNITY
DEVELOPMENT DISTRICT:**

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure replace all prior versions of the Rules of Procedure, and shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 20th day of July, 2026.

ATTEST:

**BARTRAM SPRINGS COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Rules of Procedure

EXHIBIT A:
RULES OF PROCEDURE

**RULES OF PROCEDURE
BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
RULE NO. 2026-__**

EFFECTIVE AS OF _____, 2026

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Rule 1.0 General.

- (1) The Bartram Springs Community Development District (the “**District**”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the “**Rules**”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (the “**Board**”) shall consist of five (5) members. Members of the Board (“**Supervisors**”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("**District Manager**") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.
- (4) Record Book. The Board shall keep a permanent record book entitled “**Record of Proceedings**,” in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation within the county or counties in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Votes Required. No Board member who is present at any meeting of the District Board at which an official decision, ruling, or other official act is to be taken or adopted may abstain from voting in regard to any such decision, ruling, or act; and a vote shall be recorded or counted for each such Board member present, except when, with respect to any such member, there is, or appears to be, a possible conflict of interest under the provisions of s. 112.311, s. 112.313, or s. 112.3143 of the Florida Statutes.
- (7) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, “**voting conflict of interest**” shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member’s special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board’s

Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.3143, 190.006, 190.007, 286.012, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:
- (a) Agenda packages for prior 24 months and next meeting;
 - (b) Official minutes of meetings, including adopted resolutions of the Board;
 - (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
 - (d) Adopted engineer's reports;
 - (e) Adopted assessment methodologies/reports;
 - (f) Adopted disclosure of public financing;
 - (g) Limited Offering Memorandum for each financing undertaken by the District;
 - (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
 - (i) District policies and rules;
 - (j) Fiscal year end audits; and
 - (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "**extensive**" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("**Coordinator**") for the District as required by the Florida Commission on Ethics ("**Commission**"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("**Reporting Individual**"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise authorized or required by statute or these Rules, at least seven (7) days', but not more than thirty (30) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation within the county or counties in which the District is located. A newspaper is deemed to be a newspaper of "**general circulation**" in the county in which the District is located if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1) of the Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published, as such provisions may be amended from time to time by law. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published as provide in Chapter 50 of the Florida Statutes, and such notice published consistent therewith shall satisfy the requirement to give at least seven (7) days' public notice as required herein. Each Notice shall state, as applicable:
 - (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (904) 940-5850. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."
 - (e) The following or substantially similar language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based."

- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days prior to such meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any i) confidential and ii) confidential and exempt information, shall be available to the public at least seven (7) days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into “meeting materials.” For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comments
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business
- Staff reports
 - (a) District Counsel
 - (b) District Engineer
 - (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures
- Supervisor’s requests and comments

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation within the county in which the District is located. After an emergency meeting, the Board shall publish in a newspaper of general circulation within the county in which the District is located, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board or as otherwise provided in the resolution approving the annual budget(s). Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
- (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.
- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and

the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

- (1) Internal Controls. The District shall establish and maintain internal controls designed to:
 - (a) Prevent and detect “**fraud**,” “**waste**” and “**abuse**” as those terms are defined in section 11.45(1),
 - (b) Florida Statutes; and
 - (c) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
 - (d) Support economical and efficient operations; and
 - (e) Ensure reliability of financial records and reports; and
 - (f) Safeguard assets.
- (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules, in accordance with the requirements of Section 190.011(5) of the Florida Statutes, and Chapter 120 of the Florida Statutes, including but not limited to Section 120.81(2)(b) of the Florida Statutes. Rulemaking proceedings shall be deemed to have been initiated upon publication of a Notice of Rule Development by the District as required by Section 2 of this Rule. A “**rule**” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District. Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Requirements of a Rule. All District rules as drafted shall:
 - (a) Contain only one subject;
 - (b) Include readable language, meaning it avoids i) the use of obscure words and unnecessarily long or complicated constructions, and ii) the use of unnecessary technical or specialized language that is understood only by members of particular trades or professions;
 - (c) Be indefinite such that the rule does not include a provision whereby the rule, or a portion thereof, automatically expires or is repealed on a specific date or at the end of a specified period, unless otherwise expressly authorized by law; and
 - (d) Only incorporate material by reference in compliance with Section 120.54(1)(i) of the Florida Statutes.
- (3) Statement of Estimated Regulatory Costs. Before adopting, amending, or repealing any rule, other than an emergency rule, the District may prepare a statement of estimated regulatory costs (“**SERC**”) based on the factors set forth in Section 120.541(2) of the Florida Statutes. The District shall prepare a SERC for a proposed rule if in accordance with the requirements of Section 120.541(2) of the Florida Statutes if: i) the proposed rule will have an adverse economic impact on small business; or ii) the proposed rule is likely to directly or indirectly increase regulatory costs in excess of \$200,000 in the aggregate in the state within one (1) year after implementation of the rule.
- (4) Notice of Rule Development.

- (a) Except when the intended action is the repeal of a rule, the District shall provide notice of the development of a proposed rule (“**Notice of Rule Development**”) setting forth the following:
 - (i) the subject area to be addressed by rule development;
 - (ii) A short, plain explanation of the purpose and effect of the proposed rule;
 - (iii) The grant of rulemaking authority for the proposed rule;
 - (iv) The law being implemented;
 - (v) The proposed rule number; and
 - (vi) If available, either the preliminary text of the proposed rule and any incorporated documents, or a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft of such rule or documents.
- (b) The Notice of Rule Development shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the Notice of Rulemaking required by Section 5 of this Rule, and at least thirty-five (35) days prior to the intended action.

(5) Notice of Rulemaking.

- (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall provide notice of its intended action (the “**Notice of Rulemaking**”) setting forth the following:
 - (i) A short, plain explanation of the purpose and effect of the proposed rule;
 - (ii) The proposed rule number;
 - (iii) A summary of the proposed rule or amendment;
 - (v) The grant of rulemaking authority for the proposed rule;
 - (vi) The law being implemented or interpreted;
 - (vii) The name, e-mail address, and telephone number of the agency employee who may be contacted regarding the intended action;

- (viii) A concise summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, that describes the regulatory impact of the rule in readable language;
 - (ix) The District's website where the statement of estimated regulatory costs can be viewed, in its entirety, if one has been prepared;
 - (x) A statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice;
 - (xi) A statement as to whether, based on the SERC or other information expressly relied upon and described by the District if no statement of regulatory costs is required, the proposed rule is expected to require legislative ratification pursuant to Section 120.541(3) of the Florida Statutes;
 - (x) The date, time, and location of the public hearing on the proposed rule;
 - (xi) The name, address, and telephone number of the District contact person who can provide information about the public hearing; and
 - (xii) A reference to both the date on which and the place where the Notice of Rule Development required by Section 4 of this Rule appeared, except when the intended action is the repeal of a rule.
- (b) The Notice of Rulemaking shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days after the Notice of Rule Development required by Section 4 of this Rule, and at least twenty-eight (28) days prior to the intended action. If the Notice of Rulemaking is not published within one-hundred eighty (180) days of the publication of the Notice of Rule Development, then the District's Board shall approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
- (c) The Notice of Rulemaking shall be mailed or delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days before publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice of the District's rulemaking proceedings. Such persons must furnish a mailing address or e-

mail address, and may be required to pay the cost of copying and mailing as applicable.

- (d) As of the date of publication of the Notice of Rulemaking, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the proposed rule, including all material proposed to be incorporated by reference.

(6) Modification of Rules.

(a) Technical Changes.

- (i) Prior to rule adoption, the District shall publish a notice of correction (“**Notice of Correction**”) if any of the information that is required to be included in the Notice of Rulemaking, including technical changes that correct citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, is omitted or is incorrect. A Notice of Correction cannot be used to make substantive changes to the rule text. The Notice of Correction shall be published in a newspaper of general circulation within the county or counties in which the District is located at least seven (7) days prior to the intended action.
- (ii) After rule adoption, a technical change to a rule may be approved at any time by the District. Promptly thereafter, a Notice of Correction shall be published by the District in the manner set forth in Section 6(a)(i) of this Rule.

(b) Substantive Changes.

- (i) Prior to rule adoption, the District shall publish a notice of change (“**Notice of Change**”) if there is any substantive change, other than a technical change that corrects citations or grammatical, typographical or similar errors that do not otherwise affect the substance of the rule, to a proposed rule, including any material incorporated by reference, or to a SERC. The Notice of Change must address a summary of the change and shall be published in a newspaper of general circulation within the county or counties in which the District is located at least twenty-one (21) days prior to the intended action. The Notice of Change shall also be sent to those persons set forth in Section 5(C) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings. Any substantive change must be either be:

- 1. Supported by the record of the public hearing held on the proposed rule;

2. In response to written materials submitted to the District; or
3. In response to an objection with the proposed rule by the District Board.

(ii) After rule adoption, a substantive change to a rule shall be effectuated by initiating rulemaking as set forth in this Rule.

(7) Withdrawal of Proposed Rules.

- (a) Prior to the adoption of a rule, the District may elect to withdraw the proposed rule in whole or in part. After a rule has become effective, the District may only amend or repeal the rule through initiating the rulemaking procedures set forth in this Rule.
- (b) Prior to the adoption of a rule, the District shall withdraw the proposed rule if the District has either failed to adopt such rule within one-hundred eighty (180) days of the publication of the Notice of Rule Development required by Section 4 of this Rule or to approve a concise statement at least seven (7) days prior to the conclusion of the one-hundred eighty (180) day timeframe identifying the reason for the delay, which may be supplemented quarterly until the District has adopted the proposed rule.
- (c) In the event of a withdrawal of a proposed rule, the District shall publish a notice (“**Notice of Rule Withdrawal**”) in a newspaper of general circulation within the county or counties in which the District is located, and shall provide notice to those persons set forth in Section 5(c) of this Rule that have made requests of the District for advance notice of its rulemaking proceedings.
- (d) Within fifteen (15) days after the end of each calendar quarter, the District shall compile and post on its website a list of each failure to publish a Notice of Rulemaking within the timeframe prescribed by Section 5(b) of this Rule, which list shall include the information set forth in Section 120.54(3)(d)(7) of the Florida Statutes. The District is only required to provide such posting in any calendar quarter(s) in which there is an actual failure to timely publish a Notice of Rulemaking, if any.

(8) Rule Development Workshops.

- (a) Whenever requested in writing by any affected person, the District must conduct a rule development workshop prior to proposing rules for adoption for the purposes of rule development or information gathering for the preparation of the SERC, unless the Chairperson explains in writing why a workshop is unnecessary. The District may initiate a rule development workshop, but is not required to do so.

- (b) If a workshop is held, the District must ensure that the person(s) responsible for preparing the rule and the SERC, if applicable, are available to explain the District's proposed rule and to respond to questions or comments regarding the rule being developed.
 - (c) The notice of any workshop shall be published in a newspaper of general circulation within the county or counties in which the District is located at least fourteen (14) days prior to the workshop setting forth the following:
 - (i) The place, date, and time of the workshop;
 - (ii) The subject area that will be addressed; and
 - (iii) The District Manager's contact information.
- (9) Petitions to Initiate Rulemaking.
- (a) All Petitions to Initiate Rulemaking Proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. District staff shall forward a copy of the petition to the District's Board within seven (7) days of its receipt.
 - (b) If the petition is directed to an adopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.
 - (c) If the petition is directed to an unadopted rule, within thirty (30) days following the date of filing a petition, the District shall either i) initiate rulemaking, or ii) set a public hearing to consider whether the public interest is served adequately by the application of the proposed rule on a case-by-case basis, as contrasted with its formal adoption as a rule.
 - (i) If the District elects to hold a public hearing, notice of the public hearing ("**Notice of Rulemaking Petition Public Hearing**") shall be published in a newspaper of general circulation within the county or counties in which the District is located. The public hearing shall be held by the District within thirty (30) days after publication of the Notice of Rulemaking Petition Public Hearing.
 - (ii) Not later than thirty (30) days following the date of the public hearing held pursuant to Section 9(c)(i) of this Rule, the District

shall either i) initiate rulemaking proceedings, ii) otherwise comply with the requested action, or iii) deny the petition with a written statement of its reasons for the denial.

1. If the District decides to initiate rulemaking it shall proceed with the rulemaking process as set forth in this Rule.
2. If the District decides to not initiate rulemaking or otherwise comply with the requested action, the District shall publish a statement of its reasons for not initiating rulemaking or otherwise complying with the requested action and of any changes it will make in the scope or application of the unadopted rule (the “**Notice of Denial of Rulemaking Petition**”). The Notice of Denial of Rulemaking Petition shall be published in a newspaper of general circulation within the county or counties in which the District is located.

- (d) Nothing in this Rule shall be construed as requiring the District to adopt, amend, or repeal a rule as initiated by petition.

(10) Public Hearing.

- (a) The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the Notice of Rulemaking, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. When a public hearing is held, the District shall ensure that staff is available to explain the proposed rule and to respond to questions or comments regarding the proposed rule. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (b) The District shall publish notice of the public hearing (“**Notice of Public Hearing**”) in a newspaper of general circulation within the county or counties in which the District is located, either in the text of the Notice of Rulemaking or in a separate publication at least seven (7) days before the scheduled public hearing. The Notice of Public Hearing shall include the following information:
- (i) The date, time, and location of the public hearing; and
 - (ii) The name, address, and telephone number of the District contact person who can provide information about the public hearing.

(11) Emergency Rule Adoption.

- (a) The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action or if the Legislature authorizes the District to adopt emergency rules. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District.
- (b) At the time or prior to the adoption of an emergency rule, the District shall post on its website a notice regarding its adoption of the emergency rule (the “**Notice of Emergency Rule**”) which includes the specific facts and reasons for finding an immediate danger to the public health, safety, or welfare and its reasons for concluding that procedure used is fair under the circumstances. The Notice of Emergency Rule shall thereafter be promptly published in a newspaper of general circulation within the county or counties in which the District is located, and shall include the following information:
 - (i) The full text of the rule(s); and
 - (ii) The District’s findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority.
- (c) An emergency rule shall be effective immediately upon adoption by the District, or on a date less than twenty (20) days thereafter if specified in the emergency rule if the District finds that a later effective date is necessary because of immediate danger to the public health, safety, or welfare. An emergency rule may not be effective for a period of more than ninety (90) days after adoption and may not be renewable, unless the District has initiated rulemaking to adopt rules addressing the subject of the emergency rule and either i) a challenge to the proposed rules has been filed and remains pending or ii) the proposed rules are awaiting ratification by the Legislature, if applicable. Nothing in this paragraph prohibits the District from adopting a rule identical to the emergency rule through the non-emergency rulemaking procedures set forth in this Rule.
 - (i) If an emergency rule is being renewed in accordance with Section 11(d) of this Rule, notice of the renewal of the emergency rule (the “**Notice of Renewal of Emergency Rule**”) shall be published before the expiration of the existing emergency rule. The Notice of Renewal of Emergency Rule shall be published in a newspaper of general circulation within the county or counties in which the

District is located and shall include the specific facts and reasons for such renewal.

- (ii) For emergency rules with an effective period of longer than ninety (90) days which are intended to replace an existing rule, the Rulemaking Record for the existing rule, as required by Section 13 of this Rule, shall specifically identify the emergency rule that is intended to supersede the existing rule as well as the date that the emergency rule was adopted by the District.
- (d) The District may supersede an emergency rule in effect through the adoption of another emergency rule before the superseded rule expires. The District shall post on its website and publish a Notice of Emergency Rule, in accordance with Section 11(b) of this Rule, identifying the reason for adopting the superseding rule. The superseding rule shall not be in effect longer than the duration of the effective period of the superseded rule.
- (e) The District may make technical changes to an emergency rule within the first seven (7) days after the rule is adopted, and such changes shall be published in a Notice of Correction as set forth in Section 6(a) of this Rule.
- (f) The District may repeal an emergency rule before it expires by publishing a notice (“**Notice of Repeal of Emergency Rule**”) in a newspaper of general circulation within the county or counties in which the District is located. The Notice of Repeal of Emergency Rule shall include the following information:
 - (i) The full text of the emergency rule and a summary thereof;
 - (ii) The rule number; and
 - (iii) A short and plain explanation as to why the conditions specified in the Notice of Emergency Rule no longer require the emergency rule.
- (12) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation within the county or counties in which the District is located.
- (13) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record (“**Rulemaking Record**”) which shall be on file with the District at least twenty-one (21) days prior to the proposed adoption date of the rule. The Rulemaking Record shall include, as applicable:
 - (a) A copy of the rule;

- (b) Any material incorporated by reference in the rule;
- (c) A detailed written statement of the facts and circumstances justifying the proposed rule;
- (d) Any SERC for the rule, if required by Section 120.54(3)(b)1. of the Florida Statutes or otherwise prepared, and any information created or used by the District in determining whether a SERC is required;
- (e) A statement of the extent to which the proposed rule relates to federal standards on rules on the same subject;
- (f) The Notice of Rule Development, Notice of Rulemaking, and notice(s) of any workshops held pursuant to Section 8 of this Rule; and
- (g) If an emergency rule is intended to supersede an existing rule, the emergency rule number and the date that the emergency rule was adopted by the District.

(14) Petitions to Challenge Rules.

- (a) Any person substantially affected by a proposed or existing rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (i) A petition alleging the invalidity of a proposed rule shall be filed within twenty-one (21) days after the date of publication of Notice of Rulemaking, within ten (10) days after the final public hearing is held on the proposed rule; within twenty (20) days after the SERC or revised SERC has been prepared and made available as provided in Section 120.541(1)(d) of the Florida Statutes, if applicable; or within twenty (20) days after the date of publication of the Notice of Rule Withdrawal required by Section 7(c) of this Rule.
 - (ii) A petition alleging the invalidity of an existing rule may be filed at any time during which the rule is in effect.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a proposed or existing rule is substantially affected by it. A person who is not substantially affected by the proposed rule as initially noticed, but who is substantially affected by the rule as a result of a change, may challenge any provision of the resulting proposed rule.

- (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, or seven (7) days if the challenge relates to an emergency rule, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, or fourteen (14) days if the challenge relates to an emergency rule, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) At the hearing, the petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (e) Hearings held under this section shall be de novo in nature. For proposed rules, the petitioner has the burden to prove by a preponderance of the evidence that it would be substantially affected by the proposed rule, and the District has the burden to prove by a preponderance of the evidence that the proposed rule is not an invalid exercise of delegated legislative authority as to the objections raised. For existing rules, the petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. During the hearing, the hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
- (f) Within thirty (30) days after the hearing, or fourteen (14) days of the challenge relate to an emergency rule, the hearing officer shall render a decision and state the reasons therefor in writing. The hearing officer's order shall be considered final agency action. The hearing officer may declare all or part of a proposed or existing rule invalid. For a proposed rule, the proposed rule or provision thereof declared invalid shall not be adopted unless the decision of the hearing officer is reversed on appeal. In

the event part of a proposed rule is declared invalid, the District may, in its sole discretion, withdraw the proposed rule in its entirety. For an existing rule, the rule or part thereof declared invalid shall become void when the time for filing an appeal expires. In the event that a proposed or existing rule has been declared invalid in whole or part, the District shall promptly publish notice of such occurrence published in a newspaper of general circulation within the county or counties in which the District is located.

- (15) Variances and Waivers. A “**variance**” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “**waiver**” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:
- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “**substantial hardship**” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “**principles of fairness**” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District rule may file a petition with the District, requesting a variance or waiver from the District’s rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by rule of the District, the District shall proceed, at the petitioner’s written request, to process the petition.

- (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action. The District shall maintain a record of the type and disposition of each petition filed.

- (16) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings.

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.

Law Implemented: §§ 120.54, 120.542, 120.5435, 120.56, 120.81(2), 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) **“Competitive Solicitation”** means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) **“Continuing Contract”** means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) **“Contractual Service”** means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) **“Design-Build Contract”** means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) **“Design-Build Firm”** means a partnership, corporation or other legal entity that:
- (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) **“Design Criteria Package”** means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) **“Design Criteria Professional”** means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) **“Emergency Purchase”** means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) **“Invitation to Bid”** is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) **“Invitation to Negotiate”** means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) **“Negotiate”** means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) **“Professional Services”** means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm’s or individual’s professional employment or practice.
- (m) **“Proposal (or Reply or Response) Most Advantageous to the District”** means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) **“Purchase”** means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) **“Request for Proposals” or “RFP”** is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

- (p) **“Responsive and Responsible Bidder”** means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. **“Responsive and Responsible Vendor”** means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
- (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) **“Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response”** all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “**Project**” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm's qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District's Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation within the county or counties in which the District is located and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has

the right to reject any and all qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that “wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting.” In addition, any professional service contract under which such a certificate is required, shall contain a provision that “the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs.”
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

- (6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. “**Auditing Services**” means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

- (1) Establishment of Auditor Selection Committee. Prior to a public announcement under section (3) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee (“**Committee**”), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.
- (2) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (3) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
 - (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) **Evaluation Criteria.** The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (3) **Public Announcement.** After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (2) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation within the county or counties in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (4) **Request for Proposals.** The Committee shall provide interested firms with a Request for Proposals (“**RFP**”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals, which may be submitted either electronically or via hard copy as determined by the District and provided for in the RFP. For the avoidance of doubt, the Proposals shall not be required to be publicly opened at the date, time, and place provided for in the RFP relative to the submission of Proposals.

- (5) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (2)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.
- (6) Board Selection of Auditor.
- (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
- (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.
- (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.
- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is

reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

- (7) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:
- (a) A provision specifying the services to be provided and fees or other compensation for such services;
 - (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
 - (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
 - (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (8) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the RFP. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee

premium stability may be considered. A contract to purchase insurance shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the county or counties in which the project is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (k) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Request for Qualifications. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(2) Suspension, Revocation, or Denial of Qualification

- (a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor’s pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:
 - (i) One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.
 - (ii) Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
 - (iii) The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
 - (iv) The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
 - (v) The vendor’s qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the

subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

- (vi) The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
- (vii) The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.
- (viii) The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
- (ix) The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
- (x) The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
- (xi) An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
- (xii) The vendor or affiliate(s) has been convicted of a contract crime.
 - 1. The term "**contract crime**" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - 2. The term "**convicted**" or "**conviction**" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of

record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

- (b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.
- (c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.
- (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- (e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- (i) Impacts on project schedule, cost, or quality of work;
- (ii) Unsafe conditions allowed to exist;
- (iii) Complaints from the public;
- (iv) Delay or interference with the bidding process;
- (v) The potential for repetition;
- (vi) Integrity of the public contracting process;
- (vii) Effect on the health, safety, and welfare of the public.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, or to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or

Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.
- (k) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board

with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

- (1) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or

- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation within the county in which the project is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may

be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of

the Board meeting where the proposals were evaluated if so provided for in the Design Criteria Package. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.

- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
- (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.

- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board shall require that the contractor, before commencing the work, execute and record a payment and performance bond, or other acceptable surety, in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.

- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of **“goods, supplies, and materials”** do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which

may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the county or counties in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by e-mail, United States Mail, hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of

the Florida Statutes, if the vendor is a corporation; and

- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all proposers by e-mail (with a delivery and read receipt), United States Mail, hand delivery, or overnight delivery service. The District may alternatively post the notice of intent to award on its website at the conclusion of the Board meeting where the proposals were evaluated if so provided for in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. The notice shall include the following statement: “Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules,” or wording to that effect. Protests of the District’s procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.

Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award or after posting on the District's website if so provided for in the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be

awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount and form of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by e-mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via e-mail (with a delivery and read receipt), United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;

(d) Enter orders; and

(e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- (5) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (6) Judicial Review. A party who is adversely affected by final District action is entitled to judicial review. Judicial review shall be sought in the county where the District is located. All proceedings shall be instituted by filing a notice of appeal or petition for review in accordance with the Florida Rules of Appellate Procedure within thirty (30) calendar days after the rendition of the decision being appealed. The filing of an appeal does not itself stay enforcement of the final District decision. Judicial review of any District action shall be confined to the record transmitted. The record for judicial review shall be compiled in accordance with the Florida Rules of Appellate Procedure. Failure to file a notice of appeal or petition for review within the time prescribed herein shall constitute a waiver of judicial review proceedings.
- (7) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (8) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 120.69(2)(a), 190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective _____, 2026, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

EIGHTH ORDER OF BUSINESS

C.

AMENITY & OPERATIONS REPORT

Bartram Springs
Community
Development
District

Terry Glynn
General Manager

Andy Antonopoulos
Field Operations Manager

Danelle DeMarco
Amenity Manager

Lori Dunham
Assistant Amenity Manager



July 20th, 2026

Communication

- Email blast updates sent out regularly to the community – Bartramspringsmanager@gmsnf.com
- A QR Code flyer posted throughout Community to report repairs and concerns to management.
- Onsite managers and contact information posted at the office.
- Weekend Updates sent out each Thursday
- Food trucks announced weekly
- Amenity Reservations: Court Reserve- app.courtreserve.com
- Facebook posts to keep events and information current
- Instagram to give daily pool temperatures, hours, and closures.
- Amenity Website accessible at thebartramclub.com
 - Amenities tab on CDD website



Special Events

Upcoming Events

- Chick-Fil-A Wednesday, August 5th & 19th
- Adult Swim Night Saturday, July 18th
- Kid's Night Out Friday, July 24th 5:30–9:30
- Nick Harvey's Christmas in July Comedy Show, Friday, July 24th, 7–9pm
- Shark Week



UPCOMING EVENTS

Adult Poolside swim and Movie
A perfect night for our adult residents to relax and enjoy the pool.

FEATURING...

GROWN UPS

JULY 18th 8pm

Float, sip, and unwind at our grown-ups only summer night on the pool deck.

Rafts are welcome for this event only- enjoy floating under the stars.

Enjoy Your Favorite Beverages
Bring your preferred drinks and settle in for a relaxing evening.

BARTRAM SPRINGS
KID'S NIGHT OUT
FRIDAY JULY 24TH
5:30PM-9:30PM
FOR KIDS AGES 5 (HAVING FINISHED KINDERGARTEN) THROUGH AGE 12

THEME: *Christmas in July*

SNOWBALL FUN! SNOWFLAKE CRAFT! CHRISTMAS MOVIE TO FOLLOW PIZZA DINNER!

RESERVATIONS REQUIRED

\$15 IF PAYING IN ADVANCE **\$20** AT THE DOOR

PIZZA WILL BE PROVIDED!

TO RSVP CALL (904) 880-5156
OR EMAIL bartramclub@comcast.net

THE 3RD ANNUAL
Christmas in July
COMEDY SHOW
AT
BARTRAM SPRINGS AMENITY CENTER
JULY 24TH, 2026
DOORS OPEN AT 7
SHOW FROM 7:30-9PM
TICKETS **\$15** B.Y.O.E.
(EGGNOG *WINK *WINK) EVENT
CHILDCARE PROVIDED, \$5 PER CHILD

DIVE IN FOR SOME
FINTASTIC FUN!
SHARK WEEK
at the **POOL!**

Event Recap

Fourth of July

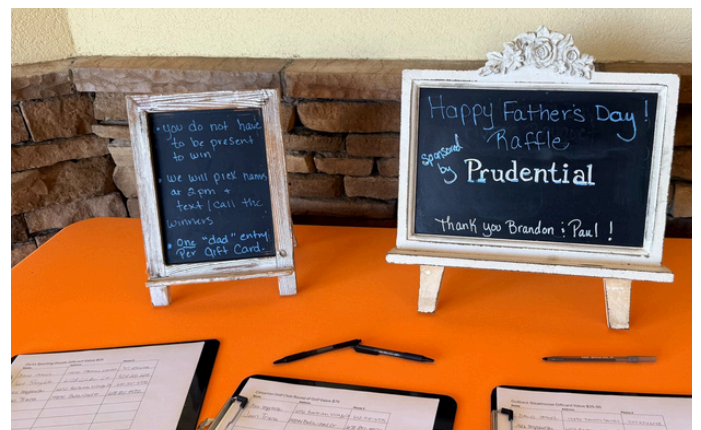


Father's Day



Raffle Sponsored by Prudential
winners received...

- Cimmaron Golf Club
- Outback Steak House
- Dicks Sporting Goods



Kids Night Out Recap



We welcomed 30 children to our Surfers vs. Bikers Kid's Night Out. It was a fantastic evening of fun! Campers showed off their moves during a limbo contest set to 1960s music and danced the night away at our disco dance party. After pizza for dinner, we wrapped up the evening with a screening of Teen Beach Movie.

Our next Kid's Night Out, Christmas in July, is Friday, July 24th from 5:30–9:30pm to accomodate Nick Harvey's comedy show, Christmas in July.

Kids Night Out Recap





Summer Camp has successfully completed six of the nine weeks. We have had a great time exploring space, playing medieval games, conquering lego challenges, cooking up some no bake desserts, and growing herbs and veggies. We have enjoyed bounce houses, game trucks, a foam party, a wildlife show and the JSO K-9 Unit.

We have 100 percent of payments made through the current week. Camp counselors are doing very well connecting with the campers, and we have multiple parents requesting additional weeks after their kids come home and express how much fun they have had.

Our Camper numbers are as follows for weeks 1-9:

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
59	61	53	51	58	58	55	54	49

CAMP CULINARY
BARTRAM SPRINGS
Summer Camp
WEEK 6

WE WILL CREATE NO BAKE DESSERTS!
 HOMEMADE BREAD!
 FOAM PARTY WEDNESDAY!
 TROPICAL SNO FRIDAY!

GET READY TO PLAY IN THE FOAM!

REMINDERS

PLEASE BRING LUNCH EVERY DAY EXCEPT FRIDAY.
 PIZZA WILL BE PROVIDED FRIDAY!
 WE ARE A NUT FREE ZONE.

★ BRING TWO SNACKS IF STAYING PAST 3PM. ★

FOR QUESTIONS PLEASE REACH OUT TO
CAMP DIRECTOR, LORI DUNHAM
ldunham@gmsnf.com

Community Programs



Watch Her
Confidence Bloom
THIS SUMMER

*She walked in shy...
and now she
shines on stage!*

**Summer Dance
at KatDance**

Creative Dance • Ballet • Jazz • Musical Theatre

 **THURSDAYS**
AT Bartram Springs Flex Room

 **JUNE 4 – JULY 8**
(6 Weeks)

 **Ages 5–9**
5:15–6:15

 **Ages 3–5**
6:15–7:00

 Builds confidence

 Nurturing, encouraging environment

 Fun themed dance adventures

 Performance opportunity

 Be part of our 2026 Show
“Let LOVE Dance”

Spots are **LIMITED** in each class!
Reserve yours today! → www.KatDance.studio

KAT DANCE
CREATIVE ADVENTURES IN DANCE



Jacksonville Mom Strength

TEACHER
Summer Special

JUST \$150
FOR ALL 3 MONTHS

JUNE, JULY & AUGUST

FOR TEACHERS & SCHOOL STAFF

 Unlimited Classes

 Stay Active All Summer Long

 Supportive Community & Fun Atmosphere

NO CONTRACTS
Just YOU and YOUR Goals

THANK YOU TEACHERS!
WE APPRECIATE YOU!

Sign Up Today



 STRONG BODY
STRONG MIND



Bartram Springs

ZUMBA®
With Nobu

Join us every Tuesday from 6-7 PM in the Flex Room.

Classes are \$5 for residents and \$7 for non-residents

Cash only

Bartram Springs

YOGA

 Complimentary First Class

 Maria O.



Gentle Yoga
Wednesdays- 5:15pm in the Flex Room

\$7 drop in
\$30 for a 5 class Package



Attention Student Athletes!

MASE
Fitness

TRAIN TO GAIN

Personal Trainers

- Keep you conditioned during off season
- Provide sport specific strength training
- Motivate
- Offer accountability
- Give form feedback
- Meet you where you are
- Conveniently train you in your gym

www.MASEFitness.com



N.O.B.B
Not. Older. But. Better

N.O.B.B is a "social" club for residents of Bartram Springs who are 60 and older and it started almost 20 years ago! In a young community, it gave the "older" group with similar interests a chance to meet and make friendships that have lasted for those 20 years.

COME CHECK US OUT!

Some of the activities we have done in the past are:

- SALLY Corp (Robotics)
- Budweiser tour
- St. Augustine Air Traffic Control Tower tour
- WTLV-12 TV broadcast & Tour
- Sebastian Winery Tour
- Cummer Museum & Garden Tour
- Lightner Museum Tour
- Times Union Newspaper Tour and Much More!
- Catty Shack Ranch Wildlife Sanctuary

CONTACT: MARION LINDA 617-733-3670
or JOE SALOMONE 815-341-8494 for more information.

Bartram Springs

Books and dates announced monthly

BOOK CLUB

Please click the image above to view the full list of monthly reading selections.

Please contact Barbara Wedow for more information.
Phone : 615-800-5258
barbara.wedow09@comcast.net

Bartram Springs Program Revenue Share collected on behalf of the District.

Program summary and totals have been added for June 2026.

	Mase Fitness	Katdance	Mom's Strength	Happy Hoops	North East Vending	First Coast Vendor Village	CoachBen Swim Lessons	Amenity Athletics	Barracudas Swim Team	Food Trucks	Atlantic Coast Swim team	TOTALS
Month-2025-2026												
October	\$ -	\$ 147.00	\$ 36.91	\$ -	\$ 338.25	\$ 200.00	\$ -	\$ 8,055.20	\$ -	\$ 120.00	\$ -	\$ 8,897.36
November	\$ -	\$ 146.00	\$ 31.34	\$ 194.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160.00	\$ -	\$ 531.34
December	\$ -	\$ -	\$ 18.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140.00	\$ 350.00	\$ 508.04
January	\$ -	\$ 154.25	\$ 36.97	\$ -	\$ 80.00	\$ 280.00	\$ -	\$ 7,251.58	\$ -	\$ 190.00	\$ -	\$ 7,992.80
February	\$ 21.00	\$ 147.75	\$ 18.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 387.28
March	\$ -	\$ 168.13	\$ 21.34	\$ 132.00	\$ -	\$ 360.00	\$ -	\$ -	\$ -	\$ 190.00	\$ -	\$ 871.47
April	\$ -	\$ 175.38	\$ 22.27	\$ -	\$ -	\$ -	\$ -	\$ 9,315.08	\$ -	\$ 200.00	\$ -	\$ 9,712.73
May	\$ -	\$ 132.75	\$ 21.21	\$ -	\$ -	\$ 210.00	\$ -	\$ 413.33	\$ -	\$ 160.00	\$ -	\$ 937.29
June	\$ -	\$ 132.75	\$ 39.92	\$ -	\$ -	\$ -	\$ 430.50	\$ 2,981.00	\$ -	\$ 200.00	\$ -	\$ 3,784.17
July												
August												
September												
TOTALS	\$ 21.00	\$ 1,204.01	\$ 246.53	\$ 326.00	\$ 418.25	\$ 1,050.00	\$ 430.50	\$ 28,016.19	\$ -	\$ 1,560.00	\$ 350.00	\$ 33,622.48

Amenity Athletics

Bartram Springs 2025

'25 Fall Soccer U5-U12 Division	
Total Players	287
Resident Fee	\$135
Non-Resident Fee	\$145
Total Revenue	\$40,725.00
Total Games Played	128
Games Played at BS	128
% of Games at BS	100.00%
Total Revenue BS	\$40,725.00
10% Revenue Share BS	\$ 4,072.50
Residents	89
Non-Residents	198
Non-Resident Revenue (\$10)	\$ 1,980.00
Prorated Non-Res \$10 fee	\$ 1,980.00
10% Revenue Share	\$ 4,072.50
Non-Resident Revenue	\$ 1,980.00
Total Revenue Share	\$ 6,052.50
Total Rev Share Fall Soccer	\$ 6,052.50

BS/HL U15 Division

'25 Fall Soccer BS/HL U15 Div	
Total Players	108
Resident Fee	\$135
Non-Resident Fee	\$145
Total Revenue	\$15,500.00
Total Games Played	37
Games Played at BS	30
% of Games at BS	81.08%
Total Revenue BS	\$12,567.57
10% Revenue Share BS	\$ 1,256.76
Residents	16
Non-Residents	92
Non-Resident Revenue (\$10)	\$ 920.00
Prorated Non-Res \$10 fee	\$ 745.95
10% Revenue Share	\$ 1,256.76
Non-Resident Revenue	\$ 745.95
Total Revenue Share	\$ 2,002.70

Bartram Springs 2026

'26 Winter Flag Football	
Total Players	358
Resident Fee	\$145
Non-Resident Fee	\$155
Total Revenue	\$54,890.00
Total Games Played	160
Games Played at BS	127
% of Games at BS	85.63%
Total Revenue BS	\$46,999.56
10% Revenue Share BS	\$4,699.96
Residents	60
Non-Residents	298
Non-Resident Revenue (\$10)	\$2,980.00
Prorated Non-Res \$10 fee	\$2,551.63
10% Revenue Share	\$4,699.96
Non-Resident Revenue	\$2,551.63
Total Revenue Share	\$7,251.58

Bartram Springs 2026

'26 Spring Basketball	
Total Players	56
Resident Fee	\$125
Non-Resident Fee	\$125
Total Revenue	\$7,000.00
Total Games Played	35
Games Played at BS	12
% of Games at BS	33.33%
Total Revenue BS	\$2,333.33
10% Revenue Share BS	\$233.33
Residents	2
Non-Residents	54
Non-Resident Revenue (\$10)	\$540.00
Prorated Non-Res \$10 fee	\$180.00
10% Revenue Share	\$233.33
Non-Resident Revenue	\$180.00
Total Revenue Share	\$413.33

Total Revenue Share FS '25-SF '26

Fall Soccer 2025	\$ 8,055.20
Winter Flag Football 2026	\$7,251.58
Spring Basketball 2026	\$ 413.33
Spring Soccer 2026	\$9,315.08
Summer Flag Football 2026	\$2,981.00
Total to Date	\$ 28,016.19

Bartram Springs

'26 Spring Soccer U5-U12 Division	
Total Players	302
Resident Fee	\$145
Non-Resident Fee	\$155
Total Revenue	\$45,880.00
Total Games Played	136
Games Played at BS	136
% of Games at BS	100.00%
Total Revenue BS	\$45,880.00
10% Revenue Share BS	\$4,588.00
Residents	93
Non-Residents	209
Non-Resident Revenue (\$10)	\$2,090.00
Prorated Non-Res \$10 fee	\$2,090.00
10% Revenue Share	\$4,588.00
Non-Resident Revenue	\$2,090.00
Total Revenue Share	\$6,678.00
Total Revenue Share SS U6-U15	\$9,315.08

BS/HL U15 Division

'26 Spring Soccer BS/HL U15 Div	
Total Players	131
Resident Fee	\$145
Non-Resident Fee	\$155
Total Revenue	\$20,145.00
Total Games Played	48
Games Played at BS	40
% of Games at BS	83.33%
Total Revenue BS	\$16,787.50
10% Revenue Share BS	\$1,678.75
Residents	16
Non-Residents	115
Non-Resident Revenue (\$10)	\$1,150.00
Prorated Non-Res \$10 fee	\$958.33
10% Revenue Share	\$1,678.75
Non-Resident Revenue	\$958.33
Total Revenue Share	\$2,637.08

Bartram Springs 2026

'26 Summer Flag Football	
Total Players	132
Resident Fee	\$145.00
Non-Resident Fee	\$155.00
Total Revenue	\$20,110.00
Total Games Played	62
Games Played at BS	62
% of Games at BS	100.00%
Total Revenue BS	\$20,110.00
10% Revenue Share BS	\$2,011.00
Residents	35
Non-Residents	97
Non-Resident Revenue (\$10)	\$970.00
Prorated Non-Res \$10 fee	\$970.00
10% Revenue Share	\$2,011.00
Non-Resident Revenue	\$970.00
Total Revenue Share	\$2,981.00

Summer Flag Football

Summer Flag Football wrapped up another season on Saturday, July 11th. The revenue share and the participant rosters were submitted by Amenity Athletics on June 11 at \$2, 981.00

Fall soccer registration is open and season games begin September 19th and end on November 11th.

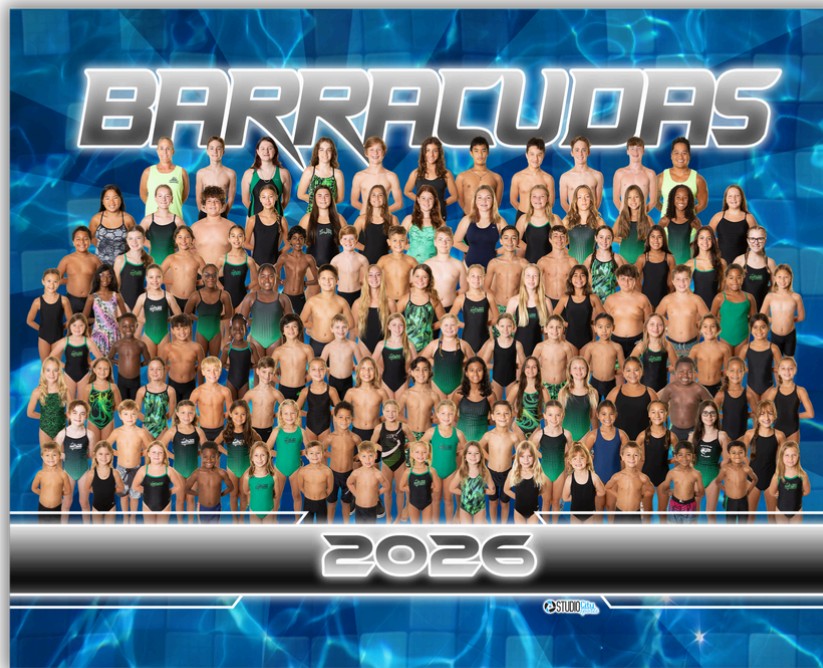
AMENITY ATHLETICS
Fall Soccer

REGISTRATION
July 1 - August 15
FEE *\$145 per player
CO-ED AGES 3 - 14

SEASON GAMES
Sept 19-Nov 7

Games and Practices in Bartram Springs.
Come join the fun! Register Today.

* Reg fee is \$155: \$10 discount for Residents.
*Late fee of \$45 is added 8/16/26.
For more information go to: AmenityAthletics.com



Bartram Springs Barracudas – Season Completion

The Bartram Springs Barracudas have officially completed their 2026 season. Practices have concluded, and our swimmers wrapped up their year competing at Bolles for CHAMPS, where they represented Bartram Springs with determination, and true community spirit.

Their hard work throughout the season, both in and out of the water, made our community proud.

We look forward to supporting the Barracudas again next year and supporting the growth of our swimmers and program.



CoachBenSwim – Summer Lesson Program

CoachBenSwim has successfully concluded its six-week lesson program at Bartram Springs.

Instructor Ben Rowan submitted the final rosters and revenue share totaling \$430.50.

We value Ben's ongoing commitment to our community — not only through his swim lessons but also through his dedicated involvement with the Bartram Springs Barracudas Swim Team.

Ben understands the operations of a community pool and works as a true partner, sharing spaces responsibly and showing consistent respect for our residents and families.



**Employee of the Month – July
Congratulations, William Stegman**

The Bartram Springs CDD is proud to recognize William Stegman as our Employee of the Month. William consistently shows up to lifeguard with a positive attitude and without a single complaint. He is a breath of fresh air—never looking for the easy way out, never calling off, and never searching for ways to avoid responsibility.

William understands that he applied to do a job, and he shows up every day ready to do it with commitment and maturity.

William regularly picks up shifts, supports his team, and demonstrates the kind of work ethic that strengthens our entire operation.

His reliability and dedication make him an invaluable member of our staff. Thank you, William, for your outstanding service and the example you set for others.

Operations

Completed Projects 1

Amenity Center
Repaired Decorative
Rocks Columns Dock
Gazebo -Happy Days



Veterans Park
Field Repairs New Sod-
Yellow Stone



Bartram Springs
Entrance - Repaired
Lights on Race Track
Road-Dobson Electric



Operations

Completed Projects 2

Front Entrance –
Irrigation Main Line
Repaired – **Brightview**



**Veterans Park
Bathrooms –**
Replaced Toilet Seats –
GMS



Amenity Center –
Installed rubber mulch
pool deck palm trees –
GMS



CURRENT PROJECTS

Veterans Park –
Painting to start this
week on the
bathrooms – IBIS
Painting



Amenity Center – Sidewalk
Repairs to Start – Happy Days



Amenity Center – Club Suite –
Repair Drywall and Paint – IBIS
Painting



Additional Upcoming GMS Projects:

- VP Swings – Paint
- VP Playset – Paint
- Replace Pergolas

Conclusion

For any questions or comments regarding the above information please contact:

Terry Glynn

General Manager

Governmental Management Services

Danelle DeMarco

Amenity Manager

Governmental Management Services

Andy Antonopoulos

Field Operations Manager

Governmental Management Services

Lori Dunham

Assistant Amenity Manager

Governmental Management Services



ELEVENTH ORDER OF BUSINESS

A.

Bartram Springs
Community Development District

Unaudited Financial Reporting
May 31, 2026



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Bartram Springs
Community Development District
Combined Balance Sheet
May 31, 2026

	General Fund	Recreation Fund	Debt Service Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account - General Fund	\$ 91,930	\$ -	\$ -	\$ -	\$ 91,930
Operating Account - Rec Fund	-	73,307	-	-	73,307
Operating Account - Wells Fargo	-	-	-	32,483	32,483
Petty Cash	200	-	-	-	200
Assessments Receivable	-	-	-	-	-
Account Receivable	-	-	-	-	-
Due from Capital	5,043	-	-	-	5,043
Due from Other	1,137	-	-	-	1,137
Due from General Fund	-	-	-	-	-
Due from Rec Fund	1,859	-	-	-	1,859
Due From Debt Service	-	-	-	-	-
Due From General Fund	-	-	-	-	-
Investments:					
State Board of Administration (SBA)	670,115	-	-	427,989	1,098,104
Custody US Bank Account	274,001	-	-	-	274,001
Series 2021					
Reserve	-	-	-	-	-
Revenue	-	-	123,572	-	123,572
Bond Redemption	-	-	53	-	53
Prepaid Expenses	3,766	-	-	-	3,766
Deposits	720	-	-	-	720
Total Assets	\$ 1,048,771	\$ 73,307	\$ 123,625	\$ 460,471	\$ 1,706,175
Liabilities:					
Accounts Payable	\$ 31,814	\$ 526	\$ -	\$ -	\$ 32,340
Payroll Taxes Payable	-	-	-	-	-
Accrued Expenses	-	-	-	-	-
Due to Debt Service	-	-	-	-	-
Due to General Fund	-	1,859	-	5,043	6,902
Due to Capital Reserve	-	-	-	-	-
Due to Rec Fund	-	-	-	-	-
Due to Other	-	-	-	-	-
Total Liabilities	\$ 31,814	\$ 2,385	\$ -	\$ 5,043	\$ 39,242
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 3,766	\$ -	\$ -	\$ -	\$ 3,766
Deposits	720	-	-	-	720
Restricted for:					
Debt Service	-	-	123,625	-	123,625
Capital Project	-	-	-	-	-
Assigned for:					
Capital Reserve Fund	-	-	-	455,428	455,428
Capital Reserves	-	-	-	-	-
Unassigned - General Fund	1,012,470	-	-	-	1,012,470
Unassigned - Recreation Fund	-	70,922	-	-	70,922
Total Fund Balances	\$ 1,016,957	\$ 70,922	\$ 123,625	\$ 455,428	\$ 1,666,933
Total Liabilities & Fund Balance	\$ 1,048,771	\$ 73,307	\$ 123,625	\$ 460,471	\$ 1,706,175

Bartram Springs
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,648,528	\$ 1,648,528	\$ 1,639,708	\$ (8,820)
Facility Income	8,000	5,333	7,392	2,059
Program Sharing	7,400	4,933	5,878	945
Program Sharing - Vesta	19,000	12,667	25,035	12,369
Comcast Revenue Share	20,000	16,389	16,389	-
Interest/Miscellaneous Income	24,996	16,664	22,056	5,392
Total Revenues	\$ 1,727,924	\$ 1,704,514	\$ 1,716,459	\$ 11,945
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 14,000	\$ 9,333	\$ 7,800	\$ 1,533
PR-FICA	1,071	714	597	117
Engineering	7,000	4,667	6,786	(2,120)
Attorney	33,000	22,000	17,666	4,335
Annual Audit	3,700	3,700	3,700	-
Assessment Administration	7,597	7,597	7,597	-
Arbitrage Rebate	450	-	-	-
Trustee Fees	4,435	3,030	3,030	-
Management Fees	66,454	44,303	44,303	-
Information Technology	1,890	1,260	1,260	-
Website Maintenance	1,416	944	944	-
Telephone	848	565	512	53
Postage & Delivery	2,000	1,333	512	822
Insurance General Liability/Public Officials/Property	89,194	89,194	78,530	10,664
Printing & Binding	2,850	1,900	2,314	(414)
Legal Advertising	3,400	2,267	829	1,438
Other Current Charges	3,500	2,333	2,736	(403)
Office Supplies	350	233	39	194
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 243,330	\$ 195,549	\$ 179,329	\$ 16,220

Bartram Springs
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
<u>Operations & Maintenance</u>				
Amenity Center Expenditures				
Utilities:				
Electric	\$ 75,000	\$ 50,000	\$ 36,150	\$ 13,850
Water/Irrigation	28,000	18,667	16,572	2,095
Phone/Cable/Internet	14,400	9,600	10,962	(1,362)
Gas	1,800	1,200	1,113	87
Trash Removal	11,433	7,622	8,052	(430)
Security:				
Security Monitoring	500	280	280	-
Access Cards	1,000	365	365	-
Management Contracts:				
Facility Management	175,951	117,301	117,301	-
Pool Attendants	93,579	21,097	21,097	-
Guest Services Attendant	95,665	63,777	63,777	-
Field Management/Administration	103,329	68,886	68,886	-
Retention Bonus	-	-	100	(100)
Pool Maintenance	34,781	23,187	23,187	-
Janitorial	22,416	14,944	14,944	-
Facility Attendant	40,060	26,707	26,707	-
Facility Maintenance	106,163	70,775	71,108	(333)
Pool Chemicals	47,200	31,467	25,120	6,346
Repairs and Maintenance	100,000	63,908	63,908	-
Special Events	25,000	16,481	16,481	-
Holiday Decorations	9,350	9,350	11,061	(1,711)
Fitness Center Repairs/Supplies	5,000	3,333	1,328	2,005
Office Supplies	8,200	5,467	4,058	1,409
ASCAP/BMI Licenses	1,000	-	-	-
Subtotal Amenity Center Expenditures	\$ 999,827	\$ 624,414	\$ 602,558	\$ 21,855
Grounds Maintenance				
Landscape Maintenance	\$ 203,762	\$ 135,841	\$ 126,462	\$ 9,379
Landscape Contingency	80,238	53,492	36,731	16,761
Athletic Field	36,000	24,000	21,300	2,700
Lake Maintenance	31,667	21,111	17,312	3,799
Fountain Maintenance	1,600	1,600	2,436	(836)
Grounds Maintenance	6,000	2,050	2,050	-
Pump Repairs	5,000	3,333	608	2,725
Streetlight Repairs	3,000	3,000	3,120	(120)
Irrigation Repairs	15,000	15,000	28,537	(13,537)
Miscellaneous	2,500	1,667	161	1,506
Subtotal Grounds Maintenance	\$ 384,767	\$ 261,095	\$ 238,717	\$ 22,378
Total Operations & Maintenance	\$ 1,384,595	\$ 885,508	\$ 841,275	\$ 44,233
Total Expenditures	\$ 1,627,924	\$ 1,081,057	\$ 1,020,604	\$ 60,453
Excess (Deficiency) of Revenues over Expenditures	\$ 100,000		\$ 695,855	
<u>Other Financing Sources/(Uses):</u>				
Capital Reserves Transfer Out	\$ (100,000)	\$ (31,577)	(31,577)	\$ -
Excess Revenue Transfer In	-	-	31,758	-
Total Other Financing Sources/(Uses)	\$ (100,000)	\$ (31,577)	\$ 181	\$ -
Net Change in Fund Balance	\$ -		\$ 696,035	\$ -
Fund Balance - Beginning	\$ -		\$ 320,922	
Fund Balance - Ending	\$ -		\$ 1,016,957	

Bartram Springs
Community Development District

Recreation Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues:				
Summer Camp Income	\$ 61,000	\$ 29,800	\$ 29,800	\$ -
Kids Night Out Income	3,000	3,000	4,760	1,760
Total Revenues	\$ 64,000	\$ 32,800	\$ 34,560	\$ 1,760
Expenditures:				
Youth Programs				
Payroll-Counselors	\$ 39,600	\$ 1,103	\$ 1,103	\$ -
Payroll-Kid's Night Out	2,000	1,845	1,845	-
Payroll-FICA Expense	3,029	226	226	-
Education/Training-CPR Certification	1,095	826	826	-
Events-Themed Inflatibles	6,000	-	-	-
Supplies-Uniforms	700	570	570	-
Supplies-Camp	1,350	-	-	-
Supplies-Crafts	950	-	-	-
Supplies-General	1,410	63	63	-
Supplies-Pizza Friday	1,800	-	-	-
Supplies-Snow Cones Wednesday	900	-	-	-
Kids Night Out	1,530	1,496	1,496	-
Other Current Charges (Paypal Fees)	1,650	975	975	-
Contingency	1,986	-	-	-
TOTAL YOUTH PROGRAMS	\$ 64,000	\$ 7,104	\$ 7,104	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ 27,456	
Fund Balance - Beginning	\$ -		\$ 43,466	
Fund Balance - Ending	\$ -		\$ 70,922	

Bartram Springs
Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues				
Capital Reserve Transfer In	\$ 100,000	\$ 31,577	\$ 31,577	\$ -
Interest	8,000	5,333	10,585	5,251
Insurance Proceeds	-	-	-	-
Total Revenues	\$ 108,000	\$ 36,910	\$ 42,162	\$ 5,251
Expenditures:				
Capital Projects	\$ 100,000	\$ 60,404	\$ 60,404	\$ -
Repairs and Maintenance	39,451	22,077	22,077	-
Other Service Charges	500	333	334	(1)
Total Expenditures	\$ 139,951	\$ 82,814	\$ 82,815	\$ (1)
Excess (Deficiency) of Revenues over Expenditures	\$ (31,951)		\$ (40,654)	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (31,951)		\$ (40,654)	
Fund Balance - Beginning	\$ 387,967		\$ 496,082	
Fund Balance - Ending	\$ 356,016		\$ 455,428	

Bartram Springs
Community Development District

Debt Service Fund Series 2021

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2026

	Adopted	Prorated Budget	Actual	
	Budget	Thru 05/31/26	Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,231,341	\$ 1,231,341	\$ 1,224,753	\$ (6,588)
Interest Income	26,000	17,333	18,788	1,455
Total Revenues	\$ 1,257,341	\$ 1,248,675	\$ 1,243,542	\$ (5,133)
Expenditures:				
Interest - 11/1	\$ 118,992	\$ 118,992	\$ 118,992	\$ -
Special Call - 11/1	-	-	10,000	(10,000)
Interest - 5/1	118,992	118,882	118,882	-
Principal - 5/1	1,000,000	1,000,000	1,000,000	-
Total Expenditures	\$ 1,237,983	\$ 1,237,874	\$ 1,247,874	\$ (10,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 19,358		\$ (4,332)	
Other Financing Sources/(Uses):				
Transfer In	\$ -	\$ -	\$ -	\$ -
Transfer (Out)	-	-	(31,758)	(31,758)
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ (31,758)	\$ (31,758)
Net Change in Fund Balance	\$ 19,358		\$ (36,090)	
Fund Balance - Beginning	\$ 245,854		\$ 159,715	
Fund Balance - Ending	\$ 265,213		\$ 123,625	

Bartram Springs
Community Development District
General Fund
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 219,566	\$ 1,315,799	\$ 50,300	\$ 15,776	\$ 11,939	\$ 17,804	\$ 8,525	\$ -	\$ -	\$ -	\$ -	\$ 1,639,708
Facility Income	1,550	685	-	1,155	1,487	-	835	1,680	-	-	-	-	7,392
Program Sharing	2,147	1,066	350	317	762	-	1,038	198	-	-	-	-	5,878
Program Sharing - Vesta	8,055	-	-	-	7,252	-	9,315	413	-	-	-	-	25,035
Comcast Revenue Share	-	5,506	-	-	5,414	-	-	5,469	-	-	-	-	16,389
Interest/Miscellaneous Income	999	339	567	5,466	5,166	3,580	3,030	2,910	-	-	-	-	22,056
Total Revenues	\$ 12,752	\$ 227,161	\$ 1,316,716	\$ 57,239	\$ 35,857	\$ 15,519	\$ 32,021	\$ 19,195	\$ -	\$ -	\$ -	\$ -	\$ 1,716,459
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 800	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 7,800
PR-FICA	77	77	77	77	77	61	77	77	-	-	-	-	597
Engineering	724	993	866	1,069	1,130	1,031	344	630	-	-	-	-	6,786
Attorney	2,273	893	4,067	1,141	4,268	4,299	726	-	-	-	-	-	17,666
Annual Audit	-	-	-	-	-	-	2,500	1,200	-	-	-	-	3,700
Assessment Administration	7,597	-	-	-	-	-	-	-	-	-	-	-	7,597
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	3,030	-	-	-	-	-	-	-	-	-	-	-	3,030
Management Fees	5,538	5,538	5,538	5,538	5,538	5,538	5,538	5,538	-	-	-	-	44,303
Information Technology	158	158	158	158	158	158	158	158	-	-	-	-	1,260
Website Maintenance	118	118	118	118	118	118	118	118	-	-	-	-	944
Telephone	77	36	68	49	67	58	82	78	-	-	-	-	512
Postage & Delivery	12	112	13	112	86	68	63	46	-	-	-	-	512
Insurance General Liability/Public Officials/Property	77,822	-	708	-	-	-	-	-	-	-	-	-	78,530
Printing & Binding	295	342	142	312	229	476	222	297	-	-	-	-	2,314
Legal Advertising	165	83	83	83	90	-	165	162	-	-	-	-	829
Other Current Charges	404	307	343	358	328	343	318	335	-	-	-	-	2,736
Office Supplies	0	1	1	1	0	1	1	35	-	-	-	-	39
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 99,463	\$ 9,655	\$ 13,179	\$ 10,014	\$ 13,087	\$ 12,950	\$ 11,310	\$ 9,671	\$ -	\$ -	\$ -	\$ -	\$ 179,329

Bartram Springs
Community Development District
General Fund
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Operations & Maintenance</u>													
Amenity Center Expenditures													
Utilities:													
Electric	\$ 5,063	\$ 4,373	\$ 3,786	\$ 4,282	\$ 4,461	\$ 4,750	\$ 4,593	\$ 4,843	\$ -	\$ -	\$ -	\$ -	\$ 36,150
Water/Irrigation	1,635	2,203	2,157	2,726	2,697	2,255	1,513	1,387	-	-	-	-	16,572
Phone/Cable/Internet	1,391	1,393	1,393	1,439	1,453	1,180	1,320	1,392	-	-	-	-	10,962
Gas	188	8	122	151	168	149	185	144	-	-	-	-	1,113
Trash Removal	953	953	953	1,383	953	953	953	953	-	-	-	-	8,052
Security:													
Security Monitoring	280	-	-	-	-	-	-	-	-	-	-	-	280
Access Cards	-	-	-	-	-	-	365	-	-	-	-	-	365
Management Contracts:													
Facility Management	14,663	14,663	14,663	14,663	14,663	14,663	14,663	14,663	-	-	-	-	117,301
Pool Attendants	228	-	244	-	211	3,456	7,057	9,900	-	-	-	-	21,097
Guest Services Attendant	7,972	7,972	7,972	7,972	7,972	7,972	7,972	7,972	-	-	-	-	63,777
Field Management/Administration	8,611	8,611	8,611	8,611	8,611	8,611	8,611	8,611	-	-	-	-	68,886
Retention Bonus	-	25	50	-	25	-	-	-	-	-	-	-	100
Pool Maintenance	2,898	2,898	2,898	2,898	2,898	2,898	2,898	2,898	-	-	-	-	23,187
Janitorial	1,868	1,868	1,868	1,868	1,868	1,868	1,868	1,868	-	-	-	-	14,944
Facility Attendant	3,338	3,338	3,338	3,338	3,338	3,338	3,338	3,338	-	-	-	-	26,707
Facility Maintenance	9,100	8,847	8,847	8,847	8,927	8,847	8,847	8,847	-	-	-	-	71,108
Pool Chemicals	3,691	3,021	2,870	2,699	2,464	2,362	3,792	4,220	-	-	-	-	25,120
Repairs and Maintenance	1,771	7,906	5,755	6,956	5,206	9,078	14,170	13,065	-	-	-	-	63,908
Special Events	3,060	1,194	1,964	3,054	1,461	2,690	1,955	1,104	-	-	-	-	16,481
Holiday Decorations	-	5,434	74	-	-	-	-	5,553	-	-	-	-	11,061
Fitness Center Repairs/Supplies	-	-	-	444	300	-	150	435	-	-	-	-	1,328
Office Supplies	-	197	946	362	757	408	1,012	374	-	-	-	-	4,058
ASCAP/BMI Licenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Amenity Center Expenditures	\$ 66,710	\$ 74,905	\$ 68,510	\$ 71,693	\$ 68,434	\$ 75,477	\$ 85,262	\$ 91,567	\$ -	\$ -	\$ -	\$ -	\$ 602,558
Grounds Maintenance													
Landscape Maintenance	\$ 16,980	\$ 16,980	\$ 15,417	\$ 15,417	\$ 15,417	\$ 15,417	\$ 15,417	\$ 15,417	\$ -	\$ -	\$ -	\$ -	\$ 126,462
Landscape Contingency	5,275	1,904	-	25,301	-	3,346	906	-	-	-	-	-	36,731
Athletic Field	2,100	6,600	2,100	2,100	2,100	2,100	2,100	2,100	-	-	-	-	21,300
Lake Maintenance	1,889	1,889	4,089	1,889	1,889	1,889	1,889	1,889	-	-	-	-	17,312
Fountain Maintenance	308	-	-	508	-	-	1,620	-	-	-	-	-	2,436
Grounds Maintenance	497	432	-	258	172	172	259	260	-	-	-	-	2,050
Pump Repairs	(472)	1,080	-	-	-	-	-	-	-	-	-	-	608
Streetlight Repairs	-	-	-	-	-	1,590	-	1,530	-	-	-	-	3,120
Irrigation Repairs	2,116	783	-	4,369	13,427	-	7,843	-	-	-	-	-	28,537
Miscellaneous	-	-	-	-	161	-	-	-	-	-	-	-	161
Subtotal Grounds Maintenance	\$ 28,693	\$ 29,667	\$ 21,606	\$ 49,842	\$ 33,166	\$ 24,514	\$ 30,033	\$ 21,196	\$ -	\$ -	\$ -	\$ -	\$ 238,717
Total Operations & Maintenance	\$ 95,403	\$ 104,572	\$ 90,116	\$ 121,535	\$ 101,599	\$ 99,991	\$ 115,295	\$ 112,763	\$ -	\$ -	\$ -	\$ -	\$ 841,275
Total Expenditures	\$ 194,866	\$ 114,227	\$ 103,295	\$ 131,549	\$ 114,686	\$ 112,941	\$ 126,606	\$ 122,435	\$ -	\$ -	\$ -	\$ -	\$ 1,020,604
Excess (Deficiency) of Revenues over Expenditures	\$ (182,114)	\$ 112,934	\$ 1,213,420	\$ (74,310)	\$ (78,829)	\$ (97,422)	\$ (94,585)	\$ (103,239)	\$ -	\$ -	\$ -	\$ -	\$ 695,855
Other Financing Sources/Uses:													
Capital Reserve Transfer(Out)	-	-	-	-	(31,577)	-	-	-	-	-	-	-	(31,577)
Excess Revenue Transfer In	-	-	-	31,758	-	-	-	-	-	-	-	-	31,758
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ 31,758	\$ (31,577)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 181
Net Change in Fund Balance	\$ (182,114)	\$ 112,934	\$ 1,213,420	\$ (42,552)	\$ (110,406)	\$ (97,422)	\$ (94,585)	\$ (103,239)	\$ -	\$ -	\$ -	\$ -	\$ 696,035

Bartram Springs
Community Development District
Recreation Fund
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Summer Camp Income	\$ -	\$ -	\$ -	\$ -	\$ 16,250	\$ 13,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,800
Kids Night Out Income	580	735	370	-	1,235	-	640	1,200	-	-	-	-	4,760.00
Total Revenues	\$ 580	\$ 735	\$ 370	\$ -	\$ 17,485	\$ 13,550	\$ 640	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 34,560
Expenditures:													
Youth Programs													
Payroll-Counselors	\$ -	\$ -	\$ -	\$ -	\$ 96	\$ 500	\$ -	\$ 507	\$ -	\$ -	\$ -	\$ -	\$ 1,103
Payroll-Kid's Night Out	204	184	271	217	260	125	356	229	-	-	-	-	\$ 1,845
Payroll-FICA Expense	16	14	21	17	27	48	27	56	-	-	-	-	226
Education/Training-CPR Certification	-	-	300	-	-	-	-	526	-	-	-	-	826
Events-Themed Inflatables	-	-	-	-	-	-	-	-	-	-	-	-	-
Supplies-Uniforms	-	-	-	-	-	-	570	-	-	-	-	-	570
Supplies-Camp	-	-	-	-	-	-	-	-	-	-	-	-	-
Supplies-Crafts	-	-	-	-	-	-	-	-	-	-	-	-	-
Supplies-General	-	-	-	-	-	-	-	63	-	-	-	-	63
Supplies-Pizza Friday	-	-	-	-	-	-	-	-	-	-	-	-	-
Supplies-Snow Cones Wednesday	-	-	-	-	-	-	-	-	-	-	-	-	-
Kids Night Out	260	333	-	97	360	153	202	90	-	-	-	-	1,496
Other Current Charges (Paypal Fees)	-	-	-	-	548	428	-	-	-	-	-	-	975
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Youth Programs	\$ 479	\$ 532	\$ 591	\$ 331	\$ 1,290	\$ 1,254	\$ 1,155	\$ 1,472	\$ -	\$ -	\$ -	\$ -	\$ 7,104
Excess (Deficiency) of Revenues over Expenditures	\$ 101	\$ 203	\$ (221)	\$ (331)	\$ 16,195	\$ 12,296	\$ (515)	\$ (272)	\$ -	\$ -	\$ -	\$ -	\$ 27,456
Net Change in Fund Balance	\$ 101	\$ 203	\$ (221)	\$ (331)	\$ 16,195	\$ 12,296	\$ (515)	\$ (272)	\$ -	\$ -	\$ -	\$ -	\$ 27,456

Bartram Springs

Community Development District

Long Term Debt Report

Series 2021 Special Assessment Refunding and Revenue Bonds	
Optional Redemption Date	None
Interest Rate:	0.750%-2.520%
Maturity Date:	5/1/2036
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$616,079
Reserve Fund Balance	\$616,079
Bonds Outstanding - 6/1/21	\$15,175,000
Less: Principal Payment - 5/1/22	(\$955,000)
Less: Principal Payment - 5/1/23	(\$965,000)
Less: Principal Payment - 5/1/24	(\$975,000)
Less: Principal Payment - 5/1/25	(\$985,000)
Less: Special Call - 11/1/25	(\$10,000)
Less: Principal Payment - 6/1/25	(\$1,000,000)
Current Bonds Outstanding	\$10,285,000

* Reserve Fund Requirement funded by Surety Bond
 Excess Funds Revenue Acct transfer on 11/2 for any lawful purpose.

B.

Bartram Springs
Community Development District
FISCAL YEAR 2026 SUMMARY OF ASSESSMENT RECEIPTS

TAX ROLL					
TOTAL TAX ROLL	UNITS	2021-1 DEBT ASSESSED	2021-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED	23,512	1,192,089.98	39,251.34	1,648,527.90	2,879,869.22
DUVAL COUNTY DISTRIBUTION	DATE RECEIVED	2021-1 DEBT RECEIVED	2021-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/6/2025	12,770.29	420.48	17,659.90	30,850.67
2	11/14/2025	42,850.27	1,410.91	59,257.17	103,518.35
3	11/25/2025	40,025.78	1,317.91	55,351.20	96,694.89
4	11/26/2025	63,126.84	2,078.55	87,297.40	152,502.78
5	12/17/2025	841,525.32	27,708.48	1,163,735.95	2,032,969.75
6	12/10/2025	105,395.84	3,470.32	145,750.73	254,616.88
7	12/17/2025	4,564.25	150.28	6,311.85	11,026.38
8	1/13/2026	28,765.58	947.15	39,779.59	69,492.32
9	1/22/2026	7,607.47	250.49	10,520.28	18,378.24
10	2/4/2026	8,418.45	277.19	11,641.79	20,337.43
11	2/20/2026	2,989.69	98.44	4,134.42	7,222.55
12	3/4/2026	4,408.50	145.16	6,096.46	10,650.11
13	3/18/2026	4,224.92	139.11	5,842.59	10,206.62
14	4/3/2026	10,882.57	358.32	15,049.38	26,290.27
INTEREST	4/20/2026	1,991.68	65.58	2,754.27	4,811.53
INTEREST 2	5/12/2026	3,635.40	119.70	5,027.36	8,782.46
15	5/26/2026	2,529.24	83.28	3,497.66	6,110.18
16	6/4/2026	1,017.09	33.49	1,406.53	2,457.11
17	6/26/2026	9,880.83	325.34	13,664.09	23,870.26
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL COUNTY DISTRIB.		1,196,610.03	39,400.17	1,654,778.58	2,890,788.78
TOTAL TAX ROLL DUE (DISCOUNTS NOT TAKEN)		(4,520.05)	(148.83)	(6,250.68)	(10,919.56)

PERCENT COLLECTED TAX ROLL	100.38%	100.38%	100.38%	100.38%
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C.

Bartram Springs
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2026
Check Register

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
General Fund - Hancock		
05/06/26	3535-3541	\$10,313.74
05/15/26	3542-3549	72,054.00
05/20/26	3550-3567	54,476.57
05/28/26	3568-3573	1,715.96
		\$138,560.27
Capital Reserve Fund - Wells Fargo		
05/06/26	354	\$6,970.00
05/15/26	355	\$21,189.26
		\$28,159.26
Utilities and Autopayments		
05/04/26	TECO	\$67.04
05/04/26	TECO	68.49
05/04/26	Comcast	348.59
05/04/26	Comcast	846.14
05/07/26	Florida Natural Gas	8.13
05/11/26	Comcast	196.93
05/12/26	JEA	6,230.46
05/12/26	IRS FICA Payment	187.70
05/21/26	Rubicon	952.79
05/26/26	Hancock Whitney Purchase Cards	8,326.13
05/28/26	Dept of Health - Pool Permit	1,050.35
		\$18,282.75
TOTAL		
		\$185,002.28

*Fedex invoices will be available upon request.

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER				RUN	5/29/26	PAGE	1
*** CHECK DATES 05/01/2026 - 05/31/2026 ***		BARTRAM SPRINGS - GENERAL FUND							
		BANK B GENERAL FUND-HANCOCK							
CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #		
5/06/26	00509	5/01/26 21092	202605 330-57200-46260	MAY ATHLETIC FIELD MOWING	*	2,100.00			
				AGROW PRO INC			2,100.00	003535	
5/06/26	00553	5/05/26 05282026	202605 320-57200-49300	5/28 2HR SUMMER KICKOFF	*	300.00			
				FL BC ENTERTAINMENT&PRODUCTIONS LLC			300.00	003536	
5/06/26	00422	3/16/26 26150	202603 320-57200-43400	POLE LIGHTING REPAIRS	*	1,590.00			
				DOBSON ELECTRIC INC			1,590.00	003537	
5/06/26	00135	4/30/26 26-02382	202604 310-51300-48000	5/11 NTC OF MTG	*	82.50			
				JACKSONVILLE DAILY RECORD			82.50	003538	
5/06/26	00201	5/01/26 13129563	202605 320-57200-46500	MAY POOL CHEMICALS	*	3,677.24			
				POOLSURE			3,677.24	003539	
5/06/26	00040	5/01/26 368735B	202605 330-57200-46600	MAY LAKE MAINTENANCE	*	1,889.00			
				THE LAKE DOCTORS INC			1,889.00	003540	
5/06/26	00552	4/22/26 1801	202604 320-57200-49300	5/25 LIVE MUSIC	*	675.00			
				VIOLETTE HIPPELI			675.00	003541	
5/15/26	00542	4/27/26 9765051	202604 330-57200-46400	LATERAL LINE BREAK RPR	*	4,507.34			
		4/27/26 9765052	202604 330-57200-46400	ELECTRICAL TROUBLESHOOT	*	1,993.05			
		4/28/26 9770867	202604 330-57200-46250	INSTALL TOPSOIL	*	905.81			
				BRIGHTVIEW LANDSCAPE SERVICES INC			7,406.20	003542	
5/15/26	00422	5/06/26 26262	202604 330-57200-46000	RPLC ENTRY LIGHTING	*	925.00			
		5/08/26 26266	202604 330-57200-46000	PROVIDE POWER TO SAUNAS	*	6,053.25			
				DOBSON ELECTRIC INC			6,978.25	003543	
5/15/26	00327	5/11/26 45562	202605 320-57200-43600	3X SEAT PAD - BLACK	*	230.00			
		5/11/26 45570	202605 320-57200-43600	BOTTOM GRIP	*	23.98			
				FIRST PLACE FITNESS EQUIPMENT INC			253.98	003544	

				BSPR BART SPRING	TLEE				

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
5/15/26	00071	5/01/26 678	202605 310-51300-34000	MAY MANAGEMENT FEES	*	5,537.83	
		5/01/26 678	202605 310-51300-35100	MAY INFO TECH	*	157.50	
		5/01/26 678	202605 310-51300-35200	MAY WEBSITE ADMIN	*	118.00	
		5/01/26 678	202605 310-51300-51000	OFFICE SUPPLIES	*	.81	
		5/01/26 678	202605 310-51300-42000	POSTAGE	*	45.72	
		5/01/26 678	202605 310-51300-42500	COPIES	*	297.00	
		5/01/26 678	202605 310-51300-41000	TELEPHONE	*	77.54	
GOVERNMENTAL MANAGEMENT SERVICES							6,234.40 003545
5/15/26	00071	5/01/26 679	202605 320-57200-33000	MAY GENERAL MANAGER	*	3,277.92	
		5/01/26 679	202605 320-57200-33000	MAY FACILITY MANAGER	*	11,384.67	
		5/01/26 679	202605 320-57200-33200	MAY GUEST SRVC ATTENDANTS	*	7,972.08	
		5/01/26 679	202605 320-57200-34000	MAY FIELD OPS MANAGER	*	8,610.75	
		5/01/26 679	202605 320-57200-34510	MAY GYM MONITOR	*	3,338.33	
		5/01/26 679	202605 320-57200-34100	MAY MAINTENANCE TECHS	*	8,846.92	
		5/01/26 679	202605 320-57200-46400	MAY POOL MAINTENANCE	*	2,898.42	
		5/01/26 679	202605 320-57200-43500	MAY JANITORIAL	*	1,868.00	
		5/01/26 679	202605 320-57200-46500	POOL CHEM-TRICHLOR	*	244.86	
		5/01/26 679	202605 320-57200-46500	POOL CHEM-SULFURIC ACID	*	114.84	
		5/01/26 679	202605 330-57200-46000	POLE HANGERS	*	21.99	
		5/01/26 679	202605 330-57200-46000	2X4 GRATE FOR GUTTERS (4)	*	54.43	
		5/01/26 679	202605 320-57200-46500	POOL CHEM-NAT POOL ENZYME	*	149.29	
		5/01/26 679	202605 320-57200-46500	POOL CHEM-YELLOW TREAT	*	34.19	
		5/01/26 679	202605 330-57200-46000	WHISPERFLO STRAIN BASKET	*	21.98	
GOVERNMENTAL MANAGEMENT SERVICES							48,838.67 003547

BSPR BART SPRING				TLEE			

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
5/15/26	00546	5/11/26	621	202605 330-57200-46000	JAMES M TETER	*	812.50	812.50	003548
				PRESSURE-WASHED ALL SIGNS					
5/15/26	00469	5/06/26	3276	202605 320-57200-43400	10K CREATIVE	*	1,530.00	1,530.00	003549
				LIGHT POLE BANNER INSTALL					
5/20/26	00542	1/28/26	9662146	202601 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	2,869.80	2,869.80	003550
				ADD POND VALVE - PROPOSAL					
5/20/26	00542	2/18/26	9680389	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	1,792.00	1,792.00	003551
				BATTERY VALVE					
5/20/26	00542	2/20/26	9682119	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	545.00	545.00	003552
				IRRIG MAINLINE - PROPOSAL					
5/20/26	00542	2/20/26	9682120	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	1,820.00	1,820.00	003553
				IRRIG MAINLINE - CLOCK 1					
5/20/26	00542	2/20/26	9682122	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	1,400.00	1,400.00	003554
				IRRIG MAINLINE - 14879					
5/20/26	00542	2/20/26	9682123	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	975.00	975.00	003555
				IRRIGATION MAINLINE					
5/20/26	00542	2/20/26	9682124	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	805.00	805.00	003556
				MAINLINE FRONT OF SCHOOL					
5/20/26	00542	2/20/26	9682125	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	800.00	800.00	003557
				MAINLINE BREAK-VALVE BOX					
5/20/26	00542	2/20/26	9682126	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	970.00	970.00	003558
				MAINLINE CURBSIDE SCHOOL					
5/20/26	00542	2/20/26	9682127	202602 330-57200-46400	BRIGHTVIEW LANDSCAPE SERVICES INC	*	489.89	489.89	003559
				IRRIGATION BATTERY TIMER					

BSPR BART SPRING TLEE

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	EXPENSED TO.... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT	#
5/20/26	00542	2/20/26 9682128	202602 330-57200-46400	IRRIGATION VALVE	BRIGHTVIEW LANDSCAPE SERVICES INC	*	721.59	721.59	003560
5/20/26	00542	2/20/26 9682129	202602 330-57200-46400	RPR 2 IRRIG LINE BREAKS	BRIGHTVIEW LANDSCAPE SERVICES INC	*	1,569.20	1,569.20	003561
5/20/26	00542	4/01/26 9718749	202604 330-57200-46200	APR LANDSCAPE MAINTENANCE	BRIGHTVIEW LANDSCAPE SERVICES INC	*	15,417.00	15,417.00	003562
5/20/26	00542	5/01/26 9769128	202605 330-57200-46200	MAY LANDSCAPE MAINTENANCE	BRIGHTVIEW LANDSCAPE SERVICES INC	*	15,417.00	15,417.00	003563
5/20/26	00535	5/14/26 81625057	202605 330-57200-46000	EMERGENCY SNAKE CALL	CRITTERPRO INC	*	299.00	299.00	003564
5/20/26	00135	5/14/26 26-02725	202605 310-51300-48000	6/8 QUAL CANDIDATES-BOS	JACKSONVILLE DAILY RECORD	*	79.00	79.00	003565
5/20/26	00504	4/17/26 66934910	202604 330-57200-46000	SENTRICON SERVICE	NADER'S PEST RAIDERS	*	1,450.00	1,450.00	003566
5/20/26	00233	4/30/26 264	202604 320-57200-33100	APR LIFEGUARD SERVICES	RIVERSIDE MANAGEMENT SERVICES, INC.	*	7,057.09	7,057.09	003567
5/28/26	00180	5/06/26 ARF26050	202605 330-57200-46000	5/5 FIRE INSPECTION	CITY OF JACKSONVILLE	*	135.35	135.35	003568
5/28/26	00422	5/26/26 26293	202605 330-57200-46000	POOL EQUIP TROUBLESHOOT	DOBSON ELECTRIC INC	*	498.92	498.92	003569
5/28/26	00545	5/22/26 05222026	202605 320-57200-49300	05/22 3HR COTTEN CANDY	ABECCA LLC	*	285.00	285.00	003570
5/28/26	00175	5/15/26 INV64320	202605 310-51300-51000	DESK NAMEPLATE	HOLMES STAMP & DESIGN	*	33.94	33.94	003571
BSPR BART SPRING TLEE									

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
5/28/26	00518	5/08/26 195172	202604 310-51300-31100	APR ENGINEERING SERVICES	*	343.75	
				MATTHEWS DESIGN GROUP LLC			343.75 003572
5/28/26	00340	5/22/26 12910699	202605 320-57200-49300	05/30 POOL DECK MOVIE	*	419.00	
				PROGRESSIVE ENTERTAINMENT INC			419.00 003573
TOTAL FOR BANK B						138,560.27	
TOTAL FOR REGISTER						138,560.27	

BSPR BART SPRING TLEE

INVOICE

AgrowPro LLC
1339 Kavle Ct
Green Cove Springs, FL 32043

info@agrowpro.com
+1 (904) 449-1299
agrowpro.com



Bartram Springs CDD
Bill to
Bartram Springs
14530 E Cherry Lake Dr,
Jacksonville, FL 32258 USA

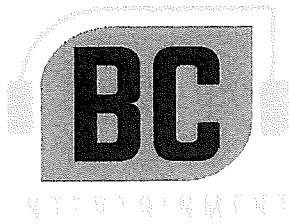
Ship to
Bartram Springs
14530 E Cherry Lake Dr,
Jacksonville, FL 32258 USA



Invoice details

Invoice no.: 21092
Terms: Net 30
Invoice date: 05/01/2026
Due date: 05/31/2026

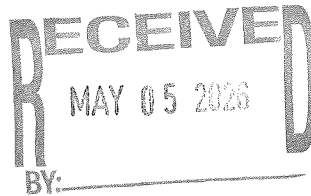
#	Date	Product or service	Description	Qty	Rate	Amount
1.		Athletic field Mowing	Athletic field maintenance monthly billing	1	\$2,100.00	\$2,100.00
Total						\$2,100.00



BC Entertainment

P.O.Box 601072

St. Johns, FL 32260



Invoice

Invoice #: 05282026

Event Client/Event/Date/Time

Client: Bartram Springs CDD

Event: Summer Kickoff for the Kids & Ice Cream Bar

Date: Thursday: 05/28/2026 1p-3p

Location: Bartram Springs Pool

Total Amount: \$625.00

Special Discount: \$325.00 (Danelle Discount)

Total: \$300.00

Deposit Due: N/A (Because event is within 30 days)

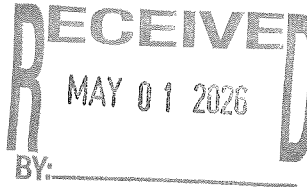
Balance Due: \$300.00 Due ASAP because event is within 30 days

Thank you once again! **Balance Due** payment must be paid no later than 30 days prior to event. Please make check payable to **BC Entertainment**. Do not mail. I will pick up when check is ready. Thank you!

Remit To



Dobson Electric, Inc.
6925 W Beaver Street
Jacksonville, FL 32254



Invoice

Date	Invoice #
3/16/2026	26150

PAST DUE

Bill To

Bartram Springs CDD
c/o Governmental Management Services
475 West Town Place, Suite 114
World Golf Village
St Augustine, FL 32092

Location

Bartram Springs CDD
14530 E Cherry Lake Dr
Jacksonville, FL 32258

DEI No.	P.O. No.	Terms
26153		Net 30

Quantity	Description	Rate	Amount
	TASK: Pole lighting repairs Labor performed 03/04/2026 Remove pavers at pool deck to access ground beneath Provide and install raceway and wiring between light poles Terminate wiring to the existing circuitry Energize circuit, engage exterior overrides, and verify function Brick layers to replace pavers per Customer Exclusions: 1. Repairing/ troubleshooting existing circuitry 2. Patch/paint 3. Replacement of pavers	1,590.00	1,590.00

Thank you for your continued business.

Payments/Credits \$0.00

Past due balances are subject to late charge at 1.5% per month.

Balance Due \$1,590.00

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

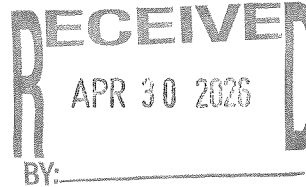
P.O. Box 2177
Jacksonville, FL 32203
(904) 356-2466

INVOICE

April 30, 2026

Date

Attn: Sarah Sweeting
GMS, LLC
475 West Town Place, Ste 114
Saint Augustine FL 32092



Serial #	26-02382D	PO/File #		\$82.50
				Payment Due
Notice of Meeting				
				\$82.50
Bartram Springs Community Development District				Publication Fee
Case Number				Amount Paid
Publication Dates	4/30			
County	Duval			

*Payment is due before
the Proof of Publication
is released.*

Payment Due Upon Receipt
For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 26-02382D on your
check or remittance advice.

Your notice was published on both *jaxdailyrecord.com* and *floridapublicnotices.com*.

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.

Preliminary Proof Of Legal Notice
(This is not a proof of publication.)

Please read copy of this advertisement and advise us of any necessary corrections before further publications.

**NOTICE OF MEETING
BARTRAM SPRINGS
COMMUNITY**

DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Bartram Springs Community Development District will be held on Monday, May 11, 2026 at 6:00 p.m. , at the Bartram Springs Amenity Center, 14530 Cherry Lake Drive East, Jacksonville, FL. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at this meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver
District Manager

Apr. 30 00 (26-02382D)



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date
Invoice#

5/1/2026
131295634976

Terms	Net 20
Due Date	5/21/2026
PO #	

Bill To
GMS, LLC. C/O Bartram Springs C.D.D. 475 W. Town Place, Suite 114 St Augustine FL 32092

Ship To
Bartram Springs CDD GMS, LLC. 14530 Cherry Lake Dr. East Jacksonville FL 32256

OUR REMITTANCE ADDRESS HAS CHANGED. Physical payments will only be received at 1707 Townhurst Dr, Houston, TX 77043. Payments sent to any other address may experience delays. LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees.

Item	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	\$3,567.10
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$110.14

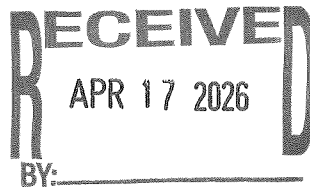
Subtotal \$3,677.24

Tax \$0.00

Total \$3,677.24

Amount Paid/Credit Applied \$0.00

Balance Due \$3,677.24



[Click Here to Pay Now](#)



131295634976

MAKE CHECK PAYABLE TO:



Post Office Box 162134
Altamonte Springs, FL 32716
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

☐ Please check if address below is incorrect and indicate change on reverse side

BARTRAM SPRINGS CDD
Terry Glynn
475 W Town Place
Suite 114
Saint Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
709275	5/1/2026	\$1,889.00

The Lake Doctors
Post Office Box 162134
Altamonte Springs, FL 32716

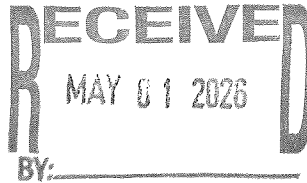
00000000021558001000000036873500000018890025

Please return this invoice with your payment and
notify us of any changes to your contact information.

BARTRAM SPRINGS CDD **14530 Cherry Lake Drive East** **Jacksonville, FL 32258**
Invoice Due Date 5/11/2026 **Invoice 368735B** **PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
5/1/2026	Water Management - Zone 1,Water Management - Zone 2		\$944.50	\$0.00	\$944.50
			\$944.50	\$0.00	\$944.50

Please remit payment for this month's invoice.



Please provide remittance information when submitting payments,
otherwise payments will be applied to the oldest outstanding invoices.

Credits	\$0.00
Adjustment	\$0.00

AMOUNT DUE

Total Account Balance including this invoice:

\$1889.00

This Invoice Total:

\$1889.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 709275

Portal Registration #: 7CA2D48A

Customer E-mail(s): tglynn@gmsnf.com,aantonopoulos@gmsnf.com,bperegrino@gmsnf.com,tpol

Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address

4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

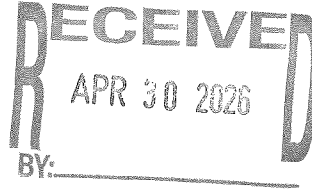
Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

Violette Lani and Iris Andie

INVOICE

7612 Saw Timber Lane
Jacksonville, FL 32256
(904) 635-2939

INVOICE #1801
DATE: 4/22/26



TO:
14530 East Cherry Lake Drive
Jacksonville Florida 32258

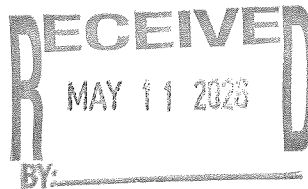
QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Live music for Bartram Springs 5/25/26	\$675	\$675

TOTAL DUE \$675



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9765051
Invoice Date: 4/27/2026
Sales Order: 8864631
Cust PO #:

Project Name: Bartram Springs CDD: PM repairs
Project Description: Bartram Springs CDD: PM repairs

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Bartram Springs CDD				
	Lateral line break repair	5.000	EA	464.63	2,323.16
	Nozzle & Shrub Nut (on exist.riser) Installed- Pop-up Spray	60.000	EA	10.07	604.18
	Rainbird 1800 6" Installed- Pop-up Spray Head	25.000	EA	38.00	950.00
	Rainbird 5006" Installed- Rotor heads	14.000	EA	45.00	630.00
Total Invoice Amount					4,507.34
Taxable Amount					
Tax Amount					
Balance Due					4,507.34

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9765051
Invoice Date: 4/27/2026

Amount Due: \$ 4,507.34

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name Bartram Springs CDD
Property Address 14530 Cherry Lake Dr
Jacksonville, FL 32258

Contact Terry Glynn
To Bartram Springs CDD
Billing Address 475 W Town Pl Ste 114
Saint Augustine, FL 32092

Project Name Bartram Springs CDD PM repairs

Project Description Bartram Springs CDD PM repairs

Scope of Work

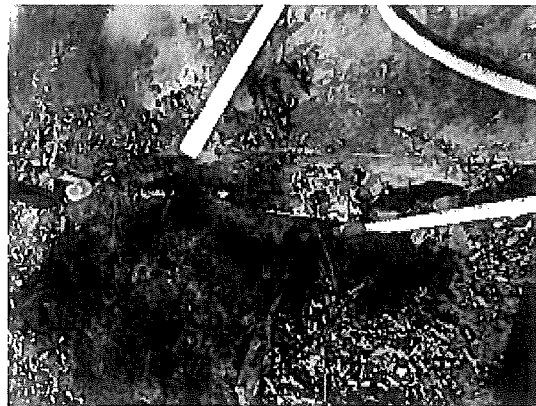
QTY	UoM/Size	Material/Description	Unit Price	Total
5.00	EACH	Lateral line break repair	\$464.63	\$2,323.16
60.00	EACH	Nozzle & Shrub Nut (on exist. riser) Installed- Pop-up Spray Head	\$10.07	\$604.18
25.00	EACH	Rainbird 1800 6" Installed- Pop-up Spray Head	\$38.00	\$950.00
14.00	EACH	Rainbird 5006" Installed- Rotor heads	\$45.00	\$630.00

Other

Bartram springs lateral 1 41026



Bartram springs lateral 3 42526



THIS IS NOT AN INVOICE

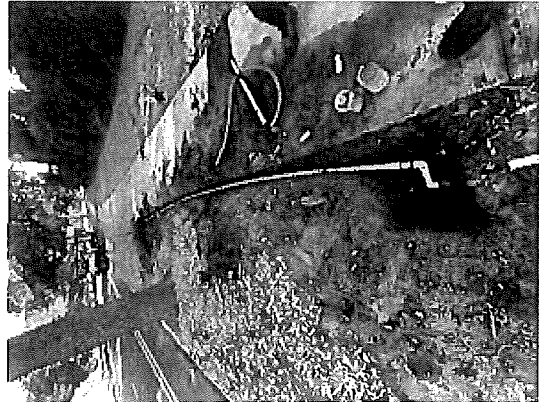
This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court Jacksonville, FL 32256 ph (904) 292-0716 fax (904) 292-1014

Proposal for Extra Work at Bartram Springs CDD

Bartram springs lateral 2 41026



Bartram springs lateral 41026



For internal use only

SO# 8864631
JOB# 346100031
Service Line 150

Total Price \$4,507.34

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform special test functions or work requiring specialized equipment.
9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise agreed to in writing.
12. Termination: This Work Order may be terminated by the either party with or without cause upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. Assignment: The Customer and the Contractor respectively bind themselves, their partners, successors, assigns and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

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17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract:

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.

Customer:

	Date	GMS
Signature		
	Date	April 25, 2026
Terry Glynn		
Printed Name		

BrightView Landscape Services, Inc. "Contractor"

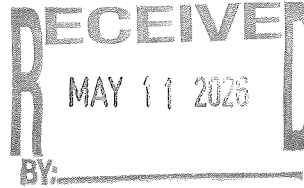
	Date	Irrigation Manager
Signature		
	Date	April 25, 2026
Juwan Lamar Dupree		
Printed Name		

Job #:	346100031		
SO #:	8864631	Proposed Price:	\$4,507.34

BrightView

Landscape Services

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



INVOICE

Customer #: 10625362
Invoice #: 9765052
Invoice Date: 4/27/2026
Sales Order: 8864658
Cust PO #:

Project Name: Bartram Springs CDD: electrical troubleshooting of downed zones
Project Description: Bartram Springs CDD: electrical troubleshooting of downed zones

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Areas affected by downed zones:				
	At Pool:				
	Playground				
	Sidewalk along road				
	Southwest corner by second pump:				
	Both rotor zones at the lake				
	Bartram Springs CDD				
	Bartram Springs CDD: electrical troubleshooting of downed zo	1.000	LS	0.00	
	24v solenoid	5.000	EA	119.44	597.22
	Splice kit	10.000	EA	3.58	35.83
	Labor	16.000	HR	85.00	1,360.00
Total Invoice Amount					1,993.05
Taxable Amount					
Tax Amount					
Balance Due					1,993.05

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9765052
Invoice Date: 4/27/2026

Amount Due: \$ 1,993.05

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655



April 25, 2026

Page 1 of 2

Proposal for Extra Work at Bartram Springs CDD

Property Name Bartram Springs CDD
Property Address 14530 Cherry Lake Dr
Jacksonville, FL 32258

Contact Terry Glynn
To Bartram Springs CDD
Billing Address 475 W Town Pl Ste 114
Saint Augustine, FL 32092

Project Name Bartram Springs CDD: electrical troubleshooting of downed zones

Project Description Bartram Springs CDD: electrical troubleshooting of downed zones

Scope of Work

Areas affected by downed zones:

At Pool:

Playground

Sidewalk along road

Southwest corner by second pump:

Both rotor zones at the lake

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Bartram Springs CDD: electrical troubleshooting of downed zones	\$0.00	\$0.00
5.00	EACH	24v solenoid	\$119.44	\$597.22
10.00	EACH	Splice kit	\$3.58	\$35.83
16.00	HOUR	Labor	\$85.00	\$1,360.00

For Internal use only

SO# 8864658
JOB# 346100031
Service Line 150

Total Price \$1,993.05

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes including sales or General Excise Tax (GET), where applicable.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
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Customer:

Signature _____ Title **GM5**

Terry Glynn _____ **April 25, 2026**
Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Signature _____ Title **Irrigation Manager**

Juwan Lamar Dupree _____ **April 25, 2026**
Printed Name Date

Job #: **346100031**

SO #: **8864658** Proposed Price: **\$1,993.05**



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

Customer #: 10625362
Invoice #: 9770867
Invoice Date: 4/28/2026
Sales Order: 8881657
Cust PO #:

Project Name: Bartram Springs Topsoil
Project Description: Install topsoil prior to new Spring flower install

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Bartram Springs CDD Bulk Annual Soil (Picked-Up) CY - Amendment Installed	5.000	CY	181.16	905.81
RECEIVED MAY 06 2026 BY: _____					
Total Invoice Amount					905.81
Taxable Amount					
Tax Amount					
Balance Due					905.81

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9770867
Invoice Date: 4/28/2026

Amount Due: \$ 905.81

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655



March 30, 2026

Page 1 of 2

Proposal for Extra Work at Bartram Springs CDD

Property Name Bartram Springs CDD
Property Address 14530 Cherry Lake Dr
Jacksonville, FL 32258

Contact Terry Glynn
To Bartram Springs CDD
Billing Address 475 W Town Pl Ste 114
Saint Augustine, FL 32092

Project Name Bartram Springs - Topsoil
Project Description Install topsoil prior to new Spring flower install

Scope of Work

QTY	UoM/Size	Material/Description
5 00	CUBIC YARD	Bulk Annual Soil (Picked-Up) CY - Amendment Installed

For internal use only

SO# 8881657
JOB# 346100031
Service Line 130

Total Price \$905.81

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

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3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
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6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
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Customer:

Signature	Date	GMS
Terry Glynn	March 30, 2026	
Printed Name	Date	

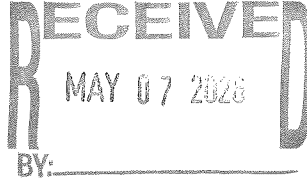
BrightView Landscape Services, Inc. "Contractor"		
Account Manager		
Signature	Date	
Daniel Bauman	March 30, 2026	
Printed Name	Date	

Job #:	346100031		
SO #:	8881657	Proposed Price:	\$905.81

Remit To



Dobson Electric, Inc.
6925 W Beaver Street
Jacksonville, FL 32254



Invoice

Date	Invoice #
5/6/2026	26262

Bill To	Location
Bartram Springs CDD c/o Governmental Management Services 475 West Town Place, Suite 114 World Golf Village St Augustine, FL 32092	Bartram Springs CDD 14530 E Cherry Lake Dr Jacksonville, FL 32258

DEI No.	P.O. No.	Terms
26228		Net 30

Quantity	Description	Rate	Amount
	TASK: Replace entry lighting Labor performed 04/22, 04/24/2026 Remove one (1) failing post top fixture at the entry flower bed Install a new LED fixture in place Remove one (1) failing knuckle fixture at signage for Bartram Springs Supply and install a new LED fixture in place Verify proper function	925.00	925.00

Past due balances are subject to late charge at 1.5% per month.	Payments/Credits	\$0.00
	Balance Due	\$925.00

Remit To



RECEIVED
MAY 12 2023
BY: _____

Date	Invoice #
5/8/2026	26266

Bill To	Location
Bartram Springs CDD c/o Governmental Management Services 475 West Town Place, Suite 114 World Golf Village St Augustine, FL 32092	Bartram Springs CDD 14530 E Cherry Lake Dr Jacksonville, FL 32258

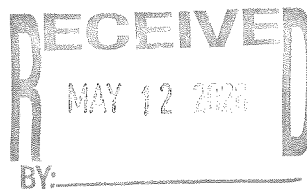
DEI No.	P.O. No.	Terms
26222		Net 30

Thank you for your continued business.

Payments/Credits	\$0.00
Balance Due	\$6,053.25

Past due balances are subject to late charge at 1.5% per month.

First Place Fitness Equipment, Inc.
 8805 Southside Blvd.
 Jacksonville, FL 32256
 904-998-0738
 www.FirstPlaceFitnessEquipment.com



Invoice

Date	Invoice #
5/11/2026	45562

Bill To	Ship To
Bartram Springs 14530 Cherry Lake Drive East Jacksonville, FL 32258 904-880-5156 bartramclub@comcast.net	Bartram Springs 14530 Cherry Lake Drive East Jacksonville, FL 32258

P.O. No.	Terms	Due on receipt	Rep	CEA-C
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Item	Description	Qty	Site	Rate	Amount
022-01PD2041-A	022-01PD2041-A SEAT PAD BLACK	2	Jacksonvi...	60.00	120.00
022-01PD2054-...	022-01PD2054-A SEAT PAD- BLACK	1	Jacksonvi...	80.00	80.00
FREIGHT-IN-C	Freight in			30.00	30.00
Customer's Signature _____					

INVOICE TERMS AND CONDITIONS - READ CAREFULLY

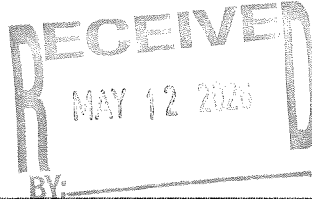
****All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order.****
Payment Policy: All orders must be paid in full before leaving the store or being scheduled for delivery. If a deposit has been made, the remaining balance must be paid in full prior to pickup or delivery. No exceptions.

1. All sales and quotations made by Seller are subject to each of the within terms and conditions.
2. All unpaid items will be subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent (18%) per annum) on the declining balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection on past due accounts, including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof.
3. This agreement shall be deemed for all purposes to be made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any cause of action arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all controversies arising hereunder.
4. Shipping dates are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, breakdowns, delays in carriers or suppliers and governmental action and regulations.
5. All special order are final and are non-refundable and no-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.
6. Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.
7. Sell's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed cumulative and may be exercised from time to time. Any waiver of Buyer's default hereunder must be in writing and shall not operate as a waiver of any other default or of the same default thereafter.

Subtotal	\$230.00
Sales Tax (7.5%)	\$0.00
Total	\$230.00
Payments/Credits	\$0.00
Balance Due	\$230.00

First Place Fitness Equipment, Inc.
 8805 Southside Blvd.
 Jacksonville, FL 32256
 904-998-0738
 www.FirstPlaceFitnessEquipment.com

Invoice



Date	Invoice #
5/11/2026	45570

Bill To	Ship To
Bartram Springs 14530 Cherry Lake Drive East Jacksonville, FL 32258 904-880-5156 bartramclub@comcast.net	Bartram Springs 14530 Cherry Lake Drive East Jacksonville, FL 32258

P.O. No.	Terms	Due on receipt	Rep	Admin
----------	-------	----------------	-----	-------

Item	Description	Qty	Site	Rate	Amount
770-398A Botto... FREIGHT-IN-C	770-398A Bottom Grip Freight in		Warehou...	22.24 1.74	22.24 1.74
Customer's Signature _____					

INVOICE TERMS AND CONDITIONS - READ CAREFULLY

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- Shipping dates are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, breakdowns, delays in carriers or suppliers and governmental action and regulations.
- All special order are final and are non-refundable and no-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.
- Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.
- Sell's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed cumulative and may be exercised from time to time. Any waiver of Buyer's default hereunder must be in writing and shall not operate as a waiver of any other default or of the same default thereafter.

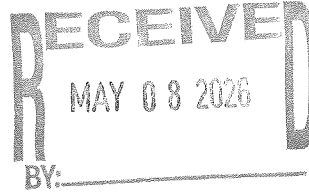
Subtotal	\$23.98
Sales Tax (7.5%)	\$0.00
Total	\$23.98
Payments/Credits	\$0.00
Balance Due	\$23.98

Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 678
Invoice Date: 5/1/26
Due Date: 5/1/26
Case:
P.O. Number:

Bill To:
Bartram Springs CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Management Fees - May 2026		5,537.83	5,537.83
Information Technology - May 2026		157.50	157.50
Website Administration - May 2026		118.00	118.00
Office Supplies		0.81	0.81
Postage		45.72	45.72
Copies		297.00	297.00
Telephone		77.54	77.54
		Total	\$6,234.40
		Payments/Credits	\$0.00
		Balance Due	\$6,234.40

Governmental Management Services, LLC475 West Town Place, Suite 114
St. Augustine, FL 32092**Invoice**

Invoice #: 679

Invoice Date: 5/1/26

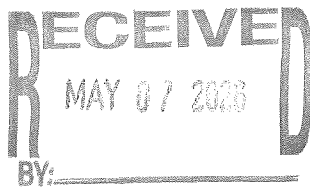
Due Date: 5/1/26

Case:

P.O. Number:

Bill To:Bartram Springs CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

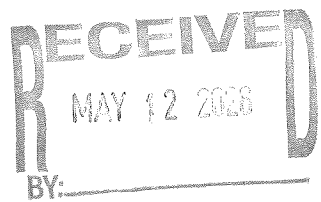
Description	Hours/Qty	Rate	Amount
General Manager (1.320.57200.33000) - May 2026		3,277.92	3,277.92
Facility Manager/ Lifestyle Director (1.320.57200.33000) - May 2026		11,384.67	11,384.67
Guest Services Attendants (001.320.57200.33200) - May 2026		7,972.08	7,972.08
Field Operations Manager (1.320.57200.34000) - May 2026		8,610.75	8,610.75
Gym Monitor (1.320.57200.34510) - May 2026		3,338.33	3,338.33
Maintenance Techs. (1.320.57200.34100) - May 2026		8,846.92	8,846.92
Pool Maintenance (1.320.57200.46400) - May 2026		2,898.42	2,898.42
Janitorial (1.320.57200.43500) - May 2026		1,868.00	1,868.00
Pool Chemicals - Trichlor		244.86	244.86
Pool Chemicals - Sulfuric Acid		114.84	114.84
Pole Hangers		21.99	21.99
2x4 Grate for Gutters (4)		54.43	54.43
Pool Chemicals - Natural Pool Enzymes		149.29	149.29
Pool Chemicals - Yellow Treat		34.19	34.19
Whisperflo Strainer Basket		21.98	21.98

*Alison Mossing*
5-6-26**Total** \$48,838.67**Payments/Credits** \$0.00**Balance Due** \$48,838.67

My Clean Roof

INVOICE

Date: 5/11/26
INVOICE 621



To Bartram Springs CDD
475 West Town Place, suite 114
St Augustine, FL 32092

Date completed	Job	Payment Terms	Due Date
	Bartram Springs		

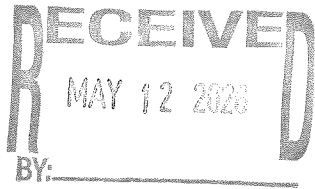
	1) Pressure-washed all signs as requested		\$812.50
		Total	\$812.50

Make all checks payable to My Clean Roof
Thank you for your business!

My Clean Roof 4771 Harpers Ferry Lane Jax FL 32257 Phone: 904-210-6342 James@mycleanroof.us

10K CREATIVE, 10,000 SIGNS

3627 DuPont Ave Ste 900
Jacksonville, FL 32217-2770
USA
info@10kcreative.co



INVOICE

BILL TO Danelle Demarco Governmental Management Services	SHIP TO Danelle Demarco Governmental Management Services	INVOICE	3276
		DATE	05/06/2026
		TERMS	Due on receipt
		DUE DATE	05/06/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Light Pole Banner Installation	Light Pole Banner Installation Double with hardware.	8	95.00	760.00
	Banner	36x60, Pole Banner , Double Sided	14	55.00	770.00

Ways to pay



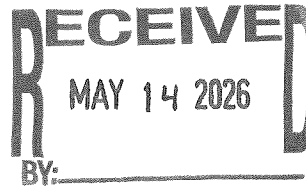
View and pay

SUBTOTAL	1,530.00
TAX	0.00
TOTAL	1,530.00
BALANCE DUE	\$1,530.00

INVOICE

BrightView
Landscape Services

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9662146
Invoice Date: 1/28/2026
Sales Order: 8826791
Cust PO #:

Project Name: Bartram Springs - Proposal to add pond fill valve (irrigation)

Project Description: Add irrigation valve & battery timer to front entrance exit side pond

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Bartram Springs CDD				
	2" PEB Valve	1.000	EA	290.00	290.00
	Node 100 Controller	1.000	EA	325.00	325.00
	DC Latching Solenoid	1.000	EA	150.00	150.00
	2" PVC Pipe (white)	60.000	FT	3.63	217.80
	Misc Fitting	1.000	LS	125.00	125.00
	10" Round Valve Box	1.000	EA	62.00	62.00
	2-Techs labor to complete	20.000	HR	85.00	1,700.00
Total Invoice Amount					2,869.80
Taxable Amount					
Tax Amount					
Balance Due					2,869.80

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9662146
Invoice Date: 1/28/2026

Amount Due: \$ 2,869.80

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to add pond fill valve (irrigation)

Project Description Add irrigation valve & battery timer to front entrance exit side pond

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	2" PEB Valve	\$290.00	\$290.00
1.00	EACH	Node 100 Controller	\$325.00	\$325.00
1.00	EACH	DC Latching Solenoid	\$150.00	\$150.00
60.00	FEET	2" PVC Pipe (white)	\$3.63	\$217.80
1.00	LUMP SUM	Misc Fitting	\$125.00	\$125.00
1.00	EACH	10" Round Valve Box	\$62.00	\$62.00
20.00	HOURL	2-Techs labor to complete	\$85.00	\$1,700.00

For internal use only

SO# 8826791
JOB# 346100031
Service Line 150

Total Price \$2,869.80

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph: (904) 292-3716 fax: (904) 292-1014

TERMS & CONDITIONS

- 1 The Contractor shall recognize and perform in accordance with written terms written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- 2 Work Force Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified and shall be legally authorized to work in the U.S.
- 3 License and Permits Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- 4 Taxes Contractor agrees to pay all applicable taxes including sales or General Excise Tax (GET) where applicable.
- 5 Insurance Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- 6 Liability Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- 7 Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- 8 Subcontractors Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- 9 Additional Services Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- 10 Access to Jobsite Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
- 11 Payment Terms Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise agreed to in writing.
- 12 Termination This Work Order may be terminated by the either party with or without cause upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- 13 Assignment The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- 14 Disclaimer This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

- 15 Cancellation Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- 16 Tree & Stump Removal Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utilities prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- 17 Waiver of Liability Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.

THIS TO ME

	Property Manager
Signature _____	Title _____
Louis Cowling	January 15, 2026
Printed Name _____	Date _____

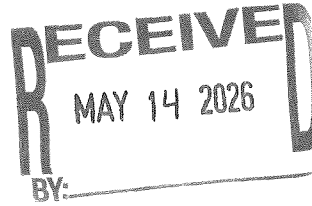
BrightView Landscape Services, Inc. "Contractor"	
	Irrigation Manager
Signature _____	Title _____
Gonzalo M. Castellon	January 15, 2026
Printed Name _____	Date _____

Job #:	346100031		
SO #:	8826791	Proposed Price:	\$2,869.80



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9680389
Invoice Date: 2/18/2026
Sales Order: 8845032
Cust PO #:

Project Name: Bartram Springs - Proposal to reroute

Project Description: Located on Battery Valves 18 / Valve is stuck on and flowed off

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Battery Valve 17 / Hydro Seeding Area - Lateral line is broken directly under Pine tree. Need to reroute ASAP, zone has zero pressure.				
	Bartram Springs CDD				
	Tech labor to complete repair(heavy tree roots)	20.000	HR	85.00	1,700.00
	1.5" 90	4.000	EA	9.00	36.00
	1.5" pipe	20.000	FT	2.80	56.00
Total Invoice Amount					1,792.00
Taxable Amount					
Tax Amount					
Balance Due					1,792.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9680389
Invoice Date: 2/18/2026

Amount Due: \$ 1,792.00

Thank you for allowing us to serve you

Please reference the invoice # on your check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to reroute a irrigation Lateral line (Battery Valve 17)

Project Description Located on Battery Valve 17 / Hydro Seeding Area

Scope of Work

Battery Valve 17 / Hydro Seeding Area - Lateral line is broken directly under Pine tree.
Need to reroute ASAP, zone has zero pressure.

QTY	UoM/Size	Material/Description	Unit Price	Total
20.00	HOURL	Tech labor to complete repair (heavy tree roots)	\$85.00	\$1,700.00
4.00	EACH	1.5" 90	\$9.00	\$36.00
20.00	FEET	1.5" pipe	\$2.80	\$56.00

For internal use only

SO# 8846032
JOB# 346100031
Service Line 150

Total Price \$1,792.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32216 ph (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The work force shall be competent and qualified and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes including sales or General Excise Tax (GET) where applicable.
5. **Insurance:** Contractor agrees to provide General liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

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17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with SA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract

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NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.

Customer:

	Property Manager
Signature _____	Title _____
Louis Cowling	February 13, 2026
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

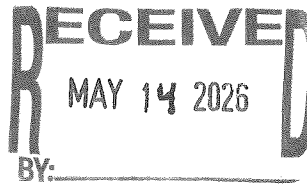
	Irrigation Manager
Signature _____	Title _____
Juwan Lamar Dupree	February 13, 2026
Printed Name _____	Date _____

Job #: 346100031

SO #: 8845032 **Proposed Price:** \$1,792.00



Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



INVOICE

Customer #: 10625362
Invoice #: 9682119
Invoice Date: 2/20/2026
Sales Order: 8840072
Cust PO #:

Project Name: Bartram Springs - Proposal to repair irrigation mainline
Project Description: Located at the Pool Clock 4/BV at the Lake in front of clubhouse

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Bartram Springs CDD				
	Tech labor to complete repair	5.000	HR	85.00	425.00
	3" Fitting	4.000	EA	20.00	80.00
	3" pipe	10.000	FT	4.00	40.00
Total Invoice Amount					545.00
Taxable Amount					
Tax Amount					
Balance Due					545.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682119
Invoice Date: 2/20/2026

Amount Due: \$ 545.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374 0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to repair irrigation mainline

Project Description Located at the Pool Clock 4/BV at the Lake in front of clubhouse

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
5.00	HOURL	Tech labor to complete repair	\$85.00	\$425.00
4.00	EACH	3" Fitting	\$20.00	\$80.00
10.00	FEET	3" pipe	\$4.00	\$40.00

For internal use only

SO# 8840072
JOB# 346100031
Service Line 150

Total Price \$545.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance, construction upgrades or when applicable in tree management. The workforce shall be competent and qualified and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any legal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
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13. **Assignment:** The Customer and the Contractor respectively bind themselves, their partners, successors, assignees and legal representative, to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

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Customer

Signature

Title

Property Manager

Louls Cowling

Printed Name

Date

February 13, 2026

BrightView Landscape Services, Inc. "Contractor"

Signature

Title

Irrigation Manager

Juwan Lamar Dupree

Printed Name

Date

February 13, 2026

Job #: 346100031

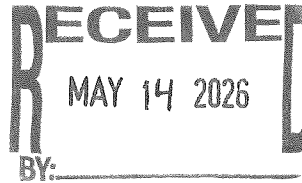
SO #: 8840072

Proposed Price: \$545.00



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9682120
Invoice Date: 2/20/2026
Sales Order: 8840082
Cust PO #:

Project Name: Bartram Springs - Proposal to repair irrigation mainline (Clock 1)

Project Description: Located on the Front Clock (Clock 1) / Zone 12

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Mainline break 2' feet before going into the valve between two Crape Myrtles trees within heavy roots.				
	Bartram Springs CDD				
	Tech(s) labor to complete repair	20.000	HR	85.00	1,700.00
	3" fittings	4.000	EA	20.00	80.00
	3" pipe	10.000	FT	4.00	40.00
Total Invoice Amount					1,820.00
Taxable Amount					
Tax Amount					
Balance Due					1,820.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682120
Invoice Date: 2/20/2026

Amount Due: \$ 1,820.00

Thank you for allowing us to serve you

Please reference the invoice # on your check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name Bartram Springs CDD
Property Address 14530 Cherry Lake Dr
Jacksonville, FL 32258

Contact Louis Cowling
To Bartram Springs CDD
Billing Address 475 W Town Pl Ste 114
Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to repair irrigation mainline (Clock 1)

Project Description Located on the Front Clock (Clock 1) / Zone 12

Scope of Work

Mainline break 2' feet before going into the valve between two Crape Myrtles trees within heavy roots.

QTY	UoM/Size	Material/Description	Unit Price	Total
20.00	HOUR	Tech(s) labor to complete repair	\$85.00	\$1,700.00
4.00	EACH	3" fittings	\$20.00	\$80.00
10.00	FEET	3" pipe	\$4.00	\$40.00

For internal use only

SO# 8840082
JOB# 346100031
Service Line 150

Total Price \$1,820.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
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6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
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Customer:

	Property Manager
Signature:	Title:
Louis Cowling	February 13, 2026
Printed Name:	Date:

BrightView Landscape Services, Inc. "Contractor"

	Irrigation Manager
Signature:	Title:
Gonzalo M. Castellon	February 13, 2026
Printed Name:	Date:

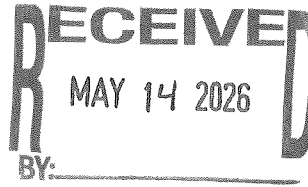
Job #: 346100031

SO #: 8840082 **Proposed Price:** \$1,820.00



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9682122
Invoice Date: 2/20/2026
Sales Order: 8840093
Cust PO #:

Project Name: Bartram Springs - Proposal to irrigation mainline (14879)

Project Description: Located at 14879 Fanny Springs / BV-3

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Mainline break in BV valve box in heavy roots				
	Bartram Springs CDD				
	Misc PVC fitting for repair	1.000	LS	125.00	125.00
	Tech labor to complete repair(heavy roots)	15.000	HR	85.00	1,275.00
Total Invoice Amount					1,400.00
Taxable Amount					
Tax Amount					
Balance Due					1,400.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682122
Invoice Date: 2/20/2026

Amount Due: \$ 1,400.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374 0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to irrigation mainline (14879)

Project Description Located at 14879 Fanny Springs / BV-3

Scope of Work

Mainline break in BV valve box in heavy roots

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Misc PVC fitting for repair	\$125.00	\$125.00
15.00	HOUR	Tech labor to complete repair (heavy roots)	\$85.00	\$1,275.00

For internal use only

SO# 8840093
JOB# 346100031
Service Line 150

Total Price \$1,400.00

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

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2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
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Customer

	Property Manager
Signature _____	Date _____
Louis Cowling	February 13, 2026
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

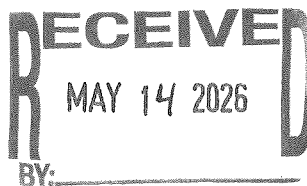
	Irrigation Manager
Signature _____	Date _____
Gonzalo M. Castellon	February 13, 2026
Printed Name _____	Date _____

Job #: 346100031

SO #: 8840093 **Proposed Price:** \$1,400.00



Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



INVOICE

Customer #: 10625362
Invoice #: 9682123
Invoice Date: 2/20/2026
Sales Order: 8840101
Cust PO #:

Project Name: Bartram Springs - Proposal to irrigation mainline (Bartram Spring Rd)

Project Description: Located on Bartram Spring Rd

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Mainline break on the side profile of a BV Box 7 in heavy roots				
	Bartram Springs CDD				
	Misc PVC fitting for repair	1.000	LS	125.00	125.00
	Tech labor to complete repair(heavy roots)	10.000	HR	85.00	850.00
Total Invoice Amount					975.00
Taxable Amount					
Tax Amount					
Balance Due					975.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682123
Invoice Date: 2/20/2026

Amount Due: \$ 975.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to irrigation mainline (Bartram Spring Rd)

Project Description Located on Bartram Spring Rd

Scope of Work

Mainline break on the side profile of a BV Box 7 in heavy roots

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Misc PVC fitting for repair	\$125.00	\$125.00
10.00	HOURL	Tech labor to complete repair (heavy roots)	\$85.00	\$850.00

For Internal use only

SO# 8840101
JOB# 346100031
Service Line 150

Total Price \$975.00

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11530 Davis Creek Court Jacksonville, FL 32256 ph (904) 292-0716 fax (904) 292-1014

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14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural and/or landscape design services (Design Services) are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

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17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract

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Customer

	Property Manager
Signature _____	Title _____
Louis Cowling	February 13, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

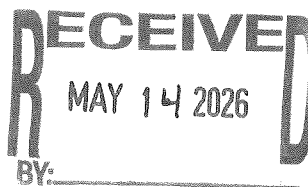
	Irrigation Manager
Signature _____	Title _____
Gonzalo M. Castellon	February 13, 2026
Printed Name	Date

Job #: 346100031

SO #: 8840101 **Proposed Price:** \$975.00



Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



INVOICE

Customer #: 10625362
Invoice #: 9682124
Invoice Date: 2/20/2026
Sales Order: 8840103
Cust PO #:

Project Name: Bartram Springs - Proposal to irrigation mainline (Bartram Spring Rd in front of school)

Project Description: Located on Bartram Spring Rd in front of school

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Mainline break is 15' feet to the right of valve box.				
	Bartram Springs CDD				
	Misc PVC fitting for repair	1.000	LS	125.00	125.00
	Tech labor to complete repair(heavy roots)	8.000	HR	85.00	680.00
Total Invoice Amount					805.00
Taxable Amount					
Tax Amount					
Balance Due					805.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682124
Invoice Date: 2/20/2026

Amount Due: \$ 805.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name Bartram Springs CDD
Property Address 14530 Cherry Lake Dr
Jacksonville, FL 32258

Contact Louis Cowling
To Bartram Springs CDD
Billing Address 475 W Town Pl Ste 114
Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to irrigation mainline (BV-7)
Project Description Located on BV-7

Scope of Work

Mainline break is 15' feet to the right of valve box.

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Misc PVC fitting for repair	\$125.00	\$125.00
8.00	HOUR	Tech labor to complete repair (heavy roots)	\$85.00	\$680.00

For internal use only

SO# 8840103
JOB# 346100031
Service Line 150

Total Price \$805.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32211 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
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Customer

	Property Manager
Signature _____	116
Louis Cowling	February 13, 2026
Printed Name _____	Date

BrightView Landscape Services, Inc. "Contractor"

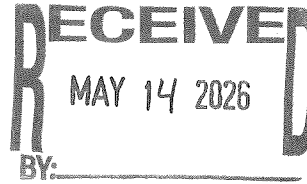
	Irrigation Manager
Signature _____	116
Gonzalo M. Castellon	February 13, 2026
Printed Name _____	Date

Job #:	346100031		
SO #:	8840103	Proposed Price:	\$805.00



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9682125
Invoice Date: 2/20/2026
Sales Order: 8840114
Cust PO #:

Project Name: Bartram Springs - Proposal to irrigation mainline (BV-4)

Project Description: Located on BV-4 inside valve box

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Mainline break inside valve box				
	Bartram Springs CDD				
	Tech labor to complete repair(heavy roots)	8.000	HR	85.00	680.00
	3" 90	4.000	EA	20.00	80.00
	3" pipe	10.000	FT	4.00	40.00
Total Invoice Amount					800.00
Taxable Amount					
Tax Amount					
Balance Due					800.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682125
Invoice Date: 2/20/2026

Amount Due: \$ 800.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092
Project Name	Bartram Springs - Proposal to irrigation mainline (BV-4)		
Project Description	Located on BV-4 inside valve box		

Scope of Work

Mainline break inside valve box

QTY	UoM/Size	Material/Description	Unit Price	Total
8.00	HOUR	Tech labor to complete repair (heavy roots)	\$85.00	\$680.00
4.00	EACH	3" 90	\$20.00	\$80.00
10.00	FEET	3" pipe	\$4.00	\$40.00

For internal use only

SO# 8840114
JOB# 346100031
Service Line 150

Total Price \$800.00

THIS IS NOT AN INVOICE

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

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6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
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Customer:

Signature _____	Property Manager
Louis Cowling Printed Name	February 13, 2026 Date

BrightView Landscape Services, Inc. "Contractor"

Signature _____	Irrigation Manager
Gonzalo M. Castellon Printed Name	February 13, 2026 Date

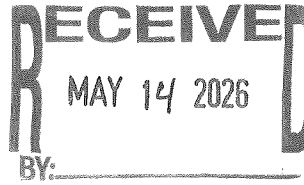
Job #: 346100031

SO #: 8840114 **Proposed Price: \$800.00**



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9682126
Invoice Date: 2/20/2026
Sales Order: 8840120
Cust PO #:

Project Name: Bartram Springs - Proposal to irrigation mainline (Bartram Spring Rd in front of school)

Project Description: Located on Bartram Spring Rd in front of school

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Mainline break along road curb in front of school				
	Bartram Springs CDD				
	Tech labor to complete repair(heavy roots)	10.000	HR	85.00	850.00
	3" 90	4.000	EA	20.00	80.00
	3" pipe	10.000	FT	4.00	40.00
Total Invoice Amount					970.00
Taxable Amount					
Tax Amount					
Balance Due					970.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292 0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682126
Invoice Date: 2/20/2026

Amount Due: \$ 970.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374 0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to irrigation mainline (Bartram Spring Rd in front of school)

Project Description Located on Bartram Spring Rd in front of school

Scope of Work

Mainline break along road curb in front of school

QTY	UoM/Size	Material/Description	Unit Price	Total
10.00	HOUR	Tech labor to complete repair (heavy roots)	\$85.00	\$850.00
4.00	EACH	3" 90	\$20.00	\$80.00
10.00	FEET	3" pipe	\$4.00	\$40.00

For internal use only

SO# 8840120
JOB# 346100031
Service Line 150

Total Price \$970.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville FL 32256 ph (904) 292-0716 fax (904) 292-1014

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NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.

Customer:

Signature _____ Louis Cowling Printed Name	Title Property Manager Date February 13, 2026
--	--

BrightView Landscape Services, Inc., "Contractor"

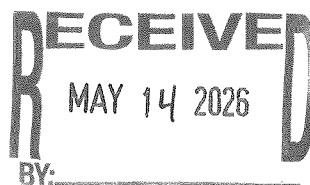
Signature _____ Gonzalo M. Castellon Printed Name	Title Irrigation Manager Date February 13, 2026
---	--

Job #: 346100031

SO #: 8840120 **Proposed Price:** \$970.00



Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



INVOICE

Customer #: 10625362
Invoice #: 9682127
Invoice Date: 2/20/2026
Sales Order: 8845064
Cust PO #:

Project Name: Bartram Springs - Proposal to add irrigation Battery Timer

Project Description: Located on BV 28 / Roadway - Valve is still wired to clock, wire path is broken

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Garth Pond/Bartram Springs Pkway - Battery Valve 28 - Valve is still wired to clock, wire path is broken and needs to be on a Battery Timer				
	Bartram Springs CDD				
	Node 100 Controller	1.000	EA	238.89	238.89
	DC Latching Solenoid	1.000	EA	150.00	150.00
	9V Battery	2.000	EA	8.00	16.00
	Labor	1.000	HR	85.00	85.00
Total Invoice Amount					489.89
Taxable Amount					
Tax Amount					
Balance Due					489.89

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682127
Invoice Date: 2/20/2026

Amount Due: \$ 489.89

Thank you for allowing us to serve you

Please reference the invoice # on your check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to add irrigation Battery Timer

Project Description Located on BV 28 / Roadway - Valve is still wired to clock, wire path is broken

Scope of Work

Garth Pond/Bartram Springs Pkwy - Battery Valve 28 - Valve is still wired to clock, wire path is broken and needs to be on a Battery Timer

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Node 100 Controller	\$238.89	\$238.89
1.00	EACH	DC Latching Solenoid	\$150.00	\$150.00
2.00	EACH	9V Battery	\$8.00	\$16.00
1.00	HOUR	Labor	\$85.00	\$85.00

For Internal use only

SO# 8845064
JOB# 346100031
Service Line 150

Total Price \$489.89

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32266 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET) where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any legal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
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12. **Termination:** This Work Order may be terminated by the either party with or without cause upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means at or about the time this proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

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Customer

	Property Manager
Signature _____	Date _____
Louis Cowling	February 13, 2026
Printed Name	Date

BrightView Landscape Services, Inc. ("Contractor")

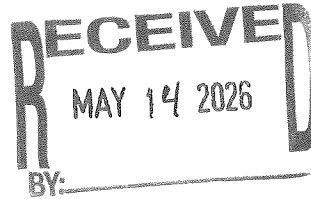
	Irrigation Manager
Signature _____	Date _____
Juwan Lamar Dupree	February 13, 2026
Printed Name	Date

Job #:	346100031		
SO #:	6845064	Proposed Price:	\$489.89



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9682128
Invoice Date: 2/20/2026
Sales Order: 8845072
Cust PO #:

Project Name: Bartram Springs - Proposal to replace irrigation valve that is stuck on
Project Description: Located on Battery Valve 21 / Valve is stuck on and flowed off

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Bartram Springs CDD				
	Rainbird 2" PEB Valve	1.000	EA	334.44	334.44
	DBY-R Splice Kits	1.000	EA	8.00	8.00
	2" Male adapter	2.000	EA	4.00	8.00
	2" 90	4.000	EA	4.00	16.00
	2" pipe	5.000	FT	3.03	15.15
	Labor	4.000	HR	85.00	340.00
Total Invoice Amount					721.59
Taxable Amount					
Tax Amount					
Balance Due					721.59

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 10625362
Invoice #: 9682128
Invoice Date: 2/20/2026

Amount Due: \$ 721.59

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to replace irrigation valve that is stuck on

Project Description Located on Battery Valve 21 / Valve is stuck on and flowed off

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Rainbird 2" PEB Valve	\$334.44	\$334.44
1.00	EACH	DBY-R Splice Kits	\$8.00	\$8.00
2.00	EACH	2" Male adapter	\$4.00	\$8.00
4.00	EACH	2" 90	\$4.00	\$16.00
5.00	FEET	2" pipe	\$3.03	\$15.15
4.00	HOOR	Labor	\$85.00	\$340.00

For internal use only

SO# 8845072
JOB# 346100031
Service Line 150

Total Price \$721.59

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

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Customer

Property Manager	
Signature _____	Title _____
Louis Cowling	February 13, 2026
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

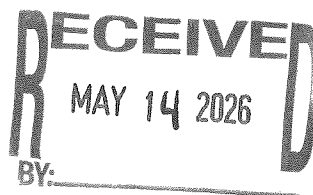
Irrigation Manager	
Signature _____	Title _____
Juwan Lamar Dupree	February 13, 2026
Printed Name _____	Date _____

Job #:	346100031		
SO #:	8845072	Proposed Price:	\$721.59



INVOICE

Sold To: 10625362
Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9682129
Invoice Date: 2/20/2026
Sales Order: 8845077
Cust PO #:

Project Name: Bartram Springs - Proposal to repair (2) irrigation lateral line breaks

Project Description: Located on Battery Valve 21 / (2) Lateral line breaks in different tree bases in heavy roots

Job Number	Description	Qty	UM	Unit Price	Amount
346100031	Bartram Springs CDD				
	Tech labor to complete repairin heavy roots	16.000	HR	85.00	1,360.00
	2" 90	8.000	EA	11.00	88.00
	2" pipe	40.000	FT	3.03	121.20
Total Invoice Amount					1,569.20
Taxable Amount					
Tax Amount					
Balance Due					1,569.20

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

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Payment Stub

Customer Account #: 10625362
Invoice #: 9682129
Invoice Date: 2/20/2026

Amount Due: \$ 1,569.20

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check and make payable to

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Bartram Springs CDD

Property Name	Bartram Springs CDD	Contact	Louis Cowling
Property Address	14530 Cherry Lake Dr Jacksonville, FL 32258	To	Bartram Springs CDD
		Billing Address	475 W Town Pl Ste 114 Saint Augustine, FL 32092

Project Name Bartram Springs - Proposal to repair (2) irrigation lateral line breaks

Project Description Located on Battery Valve 21 / (2) Lateral line breaks in different tree bases in heavy roots

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
16.00	HOUR	Tech labor to complete repair in heavy roots	\$85.00	\$1,360.00
8.00	EACH	2" 90	\$11.00	\$88.00
40.00	FEET	2" pipe	\$3.03	\$121.20

For internal use only

SO# 8845077
JOB# 346100031
Service Line 150

Total Price \$1,569.20

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11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

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Customer:

	Property Manager
Signature _____	Title _____
Louls Cowling	February 13, 2026
Printed Name _____	Date _____

BrightView Landscape Services, Inc. "Contractor"

	Irrigation Manager
Signature _____	Title _____
Juwan Lamar Dupree	February 13, 2026
Printed Name _____	Date _____

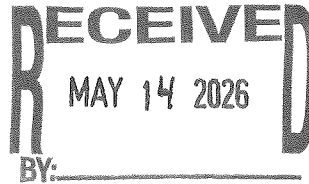
Job #: 346100031

SO #: 8845077 **Proposed Price:** \$1,569.20



INVOICE

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092



Customer #: 10625362
Invoice #: 9718749
Invoice Date: 4/1/2026
Cust PO #:

Job Number	Description	Amount
346100031	Bartram Springs CDD Exterior Maintenance For April	15,417.00
Total invoice amount		15,417.00
Tax amount		
Balance due		15,417.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

Please detach stub and remit with your payment

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 10625362
Invoice #: 9718749
Invoice Date: 4/1/2026

Amount Due: \$15,417.00

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

From: Bernadette Peregrino bperegrino@gmsnf.com 
Subject: Fwd: Invoice #9718749 for Bartram Springs CDD
Date: May 14, 2026 at 2:59 PM
To: Todd Polvere Tpolvere@gmsnf.com



Thank you,
Bernadette Peregrino
Governmental Management Services - North Florida
District Accountant
475 West Town Place Ste 114
Saint Augustine, FL 32092
Tel and Fax: 904-239-5309
bperegrino@gmsnf.com



Begin forwarded message:

From: Terry Glynn <tglynn@gmsnf.com>
Subject: Re: Invoice #9718749 for Bartram Springs CDD
Date: March 27, 2026 at 7:52:27 AM EDT
To: Bernadette Peregrino <bperegrino@gmsnf.com>, Andy Antonopoulos <Aantonopoulos@gmsnf.com>, Todd Polvere <Tpolvere@gmsnf.com>

Morning, Bern,
Please hold for now. We are waiting on receipt of the March wet test report and April calendar before we release payment for April.
Regards

Terence M Glynn

tglynn@gmsnf.com
954-298-5444
FL-ISA CA (FL0289)
ISA-PPQ-2024

From: Bernadette Peregrino <bperegrino@gmsnf.com>
Sent: Thursday, March 26, 2026 10:22 AM
To: Andy Antonopoulos <Aantonopoulos@gmsnf.com>; Terry Glynn <tglynn@gmsnf.com>; Todd Polvere <Tpolvere@gmsnf.com>
Subject: Fwd: Invoice #9718749 for Bartram Springs CDD

Good morning All.

Please see attached for your approval.

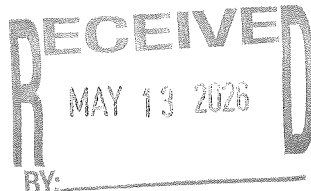
Thank you,
Bernadette Peregrino
Governmental Management Services - North Florida
District Accountant
475 West Town Place Ste 114
Saint Augustine, FL 32092
Tel and Fax: 904-239-5309
bperegrino@gmsnf.com

INVOICE



Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

Customer #: 10625362
Invoice #: 9769128
Invoice Date: 5/1/2026
Cust PO #:

Job Number	Description	Amount
346100031	Bartram Springs CDD Exterior Maintenance For May	15,417.00
		
Total invoice amount		15,417.00
Tax amount		
Balance due		15,417.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

Please detach stub and remit with your payment

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 10625362
Invoice #: 9769128
Invoice Date: 5/1/2026

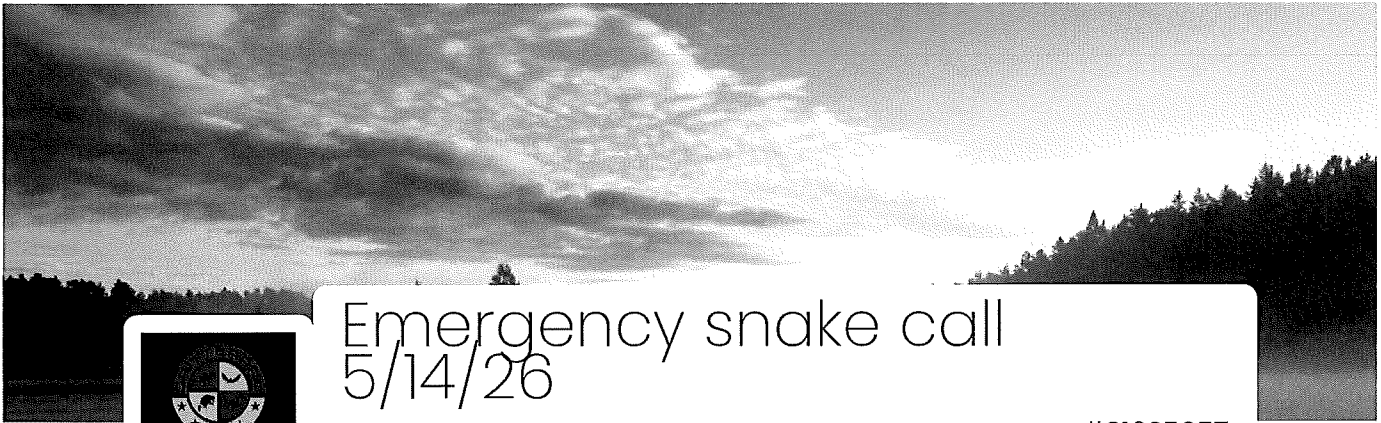
Amount Due: \$15,417.00

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Bartram Springs CDD
475 W Town Pl Ste 114
Saint Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655



Emergency snake call 5/14/26

#81625057

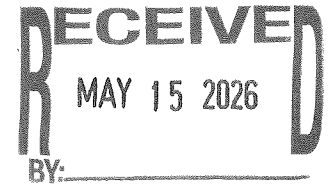
From: CritterPro Inc.
11232-1 Saint Johns Industrial Parkway North,
Jacksonville, FL, USA

Bill To: Bartram Springs CDD
14530 East Cherry Lake Drive, Jacksonville, FL, USA

Balance Due:
\$299.00

Date of Issue:
5/14/2026

Due Date:
5/14/2026



Item	Rate (excl. tax)	Quantity	Tax	Total
Emergency snake call FL. Emergency Service to Remove your Snake.	\$299.00	1		\$299.00
Subtotal				\$299.00
Total				\$299.00

Terms & Conditions:

Payment of invoices due on due date specified, or may be subject to late payment fees or interest charges.

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

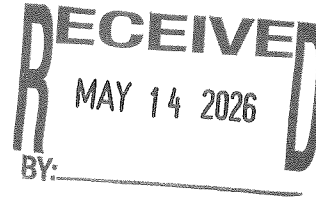
P.O. Box 2177
Jacksonville, FL 32203
(904) 356-2466

INVOICE

May 14, 2026

Date

Attn: Sarah Sweeting
GMS, LLC
475 West Town Place, Ste 114
Saint Augustine FL 32092



Serial #	26-02725D	PO/File #		\$79.00
				Payment Due
Notice of Qualifying Period for Candidates for the Board of Supervisors				
				\$79.00
Bartram Springs Community Development District				Publication Fee
Case Number				Amount Paid
Publication Dates	5/14			
County	Duval			

*Payment is due before
the Proof of Publication
is released.*

Payment Due Upon Receipt
For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 26-02725D on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.

Preliminary Proof Of Legal Notice
(This is not a proof of publication.)

Please read copy of this advertisement and advise us of any necessary corrections before further publications.

**NOTICE OF QUALIFYING
PERIOD FOR CANDIDATES
FOR THE BOARD OF
SUPERVISORS OF THE
BARTRAM SPRINGS
COMMUNITY**

DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Bartram Springs Community Development District will commence at noon on June 8, 2026, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Duval County Supervisor of Elections located at 1 Ineson Park Boulevard, Jacksonville, Florida 32218, Phone (904) 255-3434. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a "qualified elector" of the District, as defined in Section 190.003, *Florida Statutes*. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Bartram Springs Community Development District has two (2) seats up for election, specifically seats 2 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2026, and in the manner prescribed by law for general elections.

For additional information, please contact the Duval County Supervisor of Elections.

May 14 00 (26-02725D)



South Jacksonville Office 904-423-2200

PO Box 56320

Jacksonville, FL 32241-6320

www.naderspestraiders.com

IS YOUR HOME PROTECTED FROM TERMITES?

Termites cause billions of dollars in damage every year rarely covered by homeowner's insurance and in our area, it's not if your home will encounter termites, but when. Protect your family and home 24/7/365 with Sentricon® with Always Active from Nader's, the #1 provider of Sentricon in the world. CALL TODAY! 855-MY-NADERS.

It's not just termite control. It's Nader's Pest Raiders termite control.

Customer Number: 2624109

Statement Date: 04/21/26 Payment Due Upon Receipt

Date	Invoice #	Description	Amount	Tax	Balance
Service Address: 14530 Cherry Lake Dr E, Jacksonville, FL 32258					
04/17/26	66934910	Sentricon Service	\$1,450.00	\$0.00	\$1,450.00

RECEIVED
MAY 15 2026
BY: _____

Current: \$1,450.00

Past Due: \$0.00

Total Amount Due: \$1,450.00

Please Keep the Top Portion For Your Records Return Bottom Portion with Payment

GA22349F



PO Box 56320 • Jacksonville, FL 32241-6320

You can pay your bill online at www.naderspestraiders.com

*****SNGLP



BARTRAM SPRINGS COMMUNITY CLUBHOUSE
14530 CHERRY LAKE DR E 1179
JACKSONVILLE FL 32258



Please check Invoice(s) paid below.			
	Invoice #	Amount	
☐	66934910	\$1,450.00	☐
☐			☐
☐			☐
☐			☐
☐			☐
☐			☐

If you are paying by credit card, please see reverse side.

Please make checks payable and remit to:

NADER'S PEST RAIDERS
PO BOX 56320
JACKSONVILLE FL 32241-6320



Statement Date: 04/21/26
Customer Number: 2624109

Balance Forward: \$0.00
Amount: _____

Amount Due: \$1,450.00
Check # _____

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 264
Invoice Date: 4/30/2026
Due Date: 4/30/2026
Case:
P.O. Number:

Bill To:

Bartram Springs CDD
475 West Town Place, Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Lifeguard Services - April 2026	306.83	23.00	7,057.09
RECEIVED MAY 13 2026 BY: <u>Alison Moring</u> 5-13-26			
Total			\$7,057.09
Payments/Credits			\$0.00
Balance Due			\$7,057.09

BARTRAM SPRINGS CDD
RIVERSIDE MANAGEMENT SERVICES, INC.
LIFEGUARD INVOICE DETAIL

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
306.83	Lifeguard Services	\$ 23.00	.\$ 7,057.09

Covers April 2026

TOTAL DUE:	<u>\$ 7,057.09</u>
------------	--------------------

LIFEGUARDS #1.320.57200.33100

**BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT
RIVERSIDE MANAGEMENT SERVICES, INC.
LIFEGUARD BILLABLE HOURS APRIL 2026**

Date	Hours	Employee	Description
4/3/26	4	B.M.	Lifeguarding
4/3/26	4.15	C.S.	Lifeguarding
4/3/26	3.83	H.R.W.	Lifeguarding
4/4/26	5.17	D.D.	Lifeguarding
4/4/26	5.18	W.G.	Lifeguarding
4/4/26	5.57	B.M.	Lifeguarding
4/4/26	5.75	B.V.	Lifeguarding
4/4/26	5.25	H.W.	Lifeguarding
4/4/26	4.12	H.R.W.	Lifeguarding
4/5/26	3.05	B.B.	Lifeguarding
4/5/26	3.17	C.S.	Lifeguarding
4/5/26	3.08	H.W.	Lifeguarding
4/6/26	2.08	E.A.	Lifeguarding
4/6/26	3.8	J.S.	Lifeguarding
4/6/26	5.25	H.R.W.	Lifeguarding
4/10/26	2.45	E.A.	Lifeguarding
4/10/26	2.32	L.D.	Lifeguarding
4/10/26	2.58	H.W.	Lifeguarding
4/11/26	5.32	D.D.	Lifeguarding
4/11/26	5.02	L.D.	Lifeguarding
4/11/26	5.75	B.M.	Lifeguarding
4/11/26	5.18	J.S.	Lifeguarding
4/11/26	6.02	B.V.	Lifeguarding
4/11/26	5.28	H.W.	Lifeguarding
4/12/26	5.27	E.A.	Lifeguarding
4/12/26	4.77	D.D.	Lifeguarding
4/12/26	5	L.D.	Lifeguarding
4/12/26	5.02	W.G.	Lifeguarding
4/12/26	5.6	B.V.	Lifeguarding
4/12/26	5.28	H.R.W.	Lifeguarding
4/17/26	4.27	L.D.	Lifeguarding
4/17/26	4.05	J.S.	Lifeguarding
4/17/26	3.93	H.W.	Lifeguarding
4/18/26	5.62	D.D.	Lifeguarding
4/18/26	5.78	L.D.	Lifeguarding
4/18/26	5.38	W.G.	Lifeguarding
4/18/26	5.68	J.S.	Lifeguarding
4/18/26	5.8	B.V.	Lifeguarding
4/18/26	5.12	H.R.W.	Lifeguarding
4/19/26	5.82	E.A.	Lifeguarding
4/19/26	4.98	L.D.	Lifeguarding
4/19/26	5.35	B.M.	Lifeguarding
4/19/26	5.23	B.V.	Lifeguarding
4/19/26	4.35	H.W.	Lifeguarding
4/19/26	5.35	H.R.W.	Lifeguarding
4/23/26	1.48	E.A.	Lifeguarding
4/23/26	1.63	D.D.	Lifeguarding
4/23/26	1.55	L.D.	Lifeguarding
4/23/26	1.48	W.G.	Lifeguarding
4/23/26	1.5	D.M.	Lifeguarding
4/23/26	1.47	L.W.	Lifeguarding
4/23/26	1.47	B.M.	Lifeguarding
4/23/26	1.2	J.S.	Lifeguarding
4/23/26	1.47	W.S.	Lifeguarding
4/23/26	1.5	B.V.	Lifeguarding
4/23/26	1.68	H.W.	Lifeguarding
4/23/26	1.15	H.R.W.	Lifeguarding
4/24/26	3.22	E.A.	Lifeguarding
4/24/26	3.4	L.W.	Lifeguarding
4/24/26	2.95	H.R.W.	Lifeguarding
4/25/26	1.77	E.A.	Lifeguarding
4/25/26	4.85	D.M.	Lifeguarding
4/25/26	5.32	J.S.	Lifeguarding
4/25/26	4.77	C.S.	Lifeguarding
4/25/26	5.72	B.V.	Lifeguarding
4/25/26	4.88	L.W.	Lifeguarding
4/25/26	5.32	H.R.W.	Lifeguarding
4/26/26	5.57	E.A.	Lifeguarding
4/26/26	5.33	D.D.	Lifeguarding
4/26/26	4.82	L.D.	Lifeguarding
4/26/26	5.45	W.G.	Lifeguarding
4/26/26	5.58	B.M.	Lifeguarding
4/26/26	5	H.W.	Lifeguarding
4/26/26	4.28	H.R.W.	Lifeguarding

TOTAL 306.83



ONE CITY. ONE JACKSONVILLE

City of Jacksonville, Florida

Donna Deegan, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

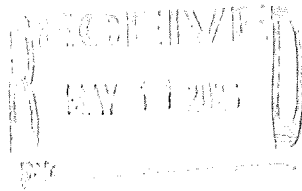
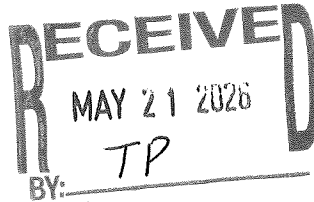
INVOICE

Bill-To

Bartram Springs Community Development
District
c/o GMS LLC
475 West Town PL Suite 114
SAINT AUGUSTINE, FL 32092

BILLING DEPARTMENT:

Fire Prevention Division
515 North Julia Street
Jacksonville, FL 32202
JFRDInvoice@coj.net
904-255-7788



Invoice Number
Invoice Date

ARF26050660
5/6/26

Total	\$135.35
Payments	\$0.00
Credits	\$0.00
Line and Tax Adjustment	\$0.00

Payment Terms 30 Net

Due Date 6/5/26

Balance Due \$135.35

No.	Product	Description	UOM	Quantity	Unit Price	Amount
1		352875 Fire Inspection-5/5/2026 14530 CHERRY LAKE DR E 32		1	\$135.35	\$135.35
Line Total						\$135.35

If not paid within 30 days, the invoice becomes delinquent. After 90 days, it goes to collection.

RETURN BOTTOM PORTION OF THIS INVOICE WITH PAYMENT

Invoice Number: ARF26050660



Amount Enclosed: \$ _____

Send payment to

Tax Collector
231 East Forsyth Street, Room 141
JACKSONVILLE, FL 32202

Special Instructions

FOR QUESTIONS CONCERNING THE BILL, PLEASE CONTACT
THE BILLING DEPARTMENT SHOWN ABOVE.
To pay online with credit card, debit card or e-check, visit <https://fips.coj.net>

Remit To



Dobson Electric, Inc.
6925 W Beaver Street
Jacksonville, FL 32254

RECEIVED
MAY 26 2026
BY: _____

Invoice

Date	Invoice #
5/26/2026	26293

Bill To

Bartram Springs CDD
c/o Governmental Management Services
475 West Town Place, Suite 114
World Golf Village
St Augustine, FL 32092

Location

Bartram Springs CDD
14530 E Cherry Lake Dr
Jacksonville, FL 32258

DEI No.

26283

P.O. No.

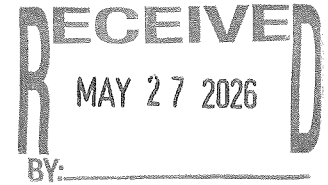
Terms

Net 30

Quantity	Description	Rate	Amount
	TASK: Emergency - Troubleshoot power to the pool equipment Labor performed 05/13/2026 Troubleshoot loss of power at pool equipment Found bad devices in outdoor box, wouldn't reset Replaced damaged box with (1) 2 gang outdoor bell box Replaced (2) 15A weatherproof GFCI Replaced (1) 2 gang in use cover Tested operation and plugged in pool equipment	498.92	498.92
Thank you for your continued business.		Payments/Credits	\$0.00
Past due balances are subject to late charge at 1.5% per month.		Balance Due	\$498.92



INVOICE



May 22, 2026

First Coast Characters & More!
3068 Jacob Fixel Court
Jacksonville, Florida 32257

Bartram Springs CDD
ATTN: Danelle DeMarco
14530 E Cherry Lake Drive
Jacksonville, Florida 32258

MAY 22, 2026
5:00PM – 8:00PM

Cotton Candy for 150 includes handler (\$1.50 a cone)	\$225.00
Extra cones and cotton candy (40 x \$1.50)	\$ 60.00

TOTAL DUE: \$285.00

Due upon receipt. Please make checks payable to FIRST COAST CHARACTERS & MORE! .



HC Brands
2021 St. Augustine Rd E Ste 5
Jacksonville, FL 32207
United States
ar@hcbrands.com

Invoice

#INV643205

5/15/2026

Bill To

GMS - Governmental
Management Services
475 West Town Place
Suite 114
St. Augustine FL 32092
United States

Ship To

Sarah Sweeting
GMS
475 W Town Pl Ste 114
Saint Augustine FL 32092-3649
United States

TOTAL

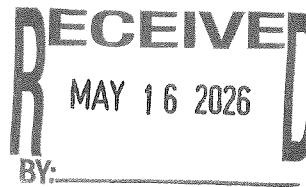
\$33.94

Due Date: 6/14/2026

Terms	Due Date	PO #	Ref Num	Shipping Method	Tracking #
Net 30	06/14/2026	NET30		US Mail Ground Advantage	<u>9400151904079332619964</u>

Qty	Item	Web Sku	Design Sku	Rate	Amount
1	EGPL-0210-210-DHSL Traditional Engraved 2" x 10" Desk Nameplate	1007180-2	scratch	\$22.99	\$22.99

Subtotal	\$22.99
Shipping Cost	\$10.95
Total	\$33.94
Amount Due	\$33.94



[Click Here to Pay Online](#)



INV643205



ORDER DETAILS

Hi Sarah Sweeting,
Thank you for placing your order. Your order number is:
#8149911

Estimated to arrive by: Friday, May 22, 2026

[Click here to track this order](#)

PRODUCT	SKU	QTY	PRICE
<u>Traditional Engraved 2" x 10" Desk Nameplate</u>	1007180- 2	1	\$22.99



Material Colors: Black w/ White Letters
Holder Color: Silver
Design: Custom Design

Subtotal	\$22.99
Shipping	\$10.95
Grand Total	\$33.94

PAYMENT & DELIVERY DETAILS

Payment method:

Project Manager Ivan Lamos

Bartram Springs CDD
James Oliver
C/O Governmental Management Services
475 West Town Place Ste 114
St. Augustine, FL 32092

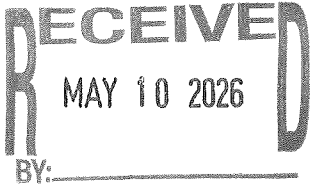
Matthews | **DCCM**
Engineering - Architecture - Planning - Surveying

May 08, 2026
Invoice # 195172

Project 0000021855.0000 23272.00 - Bartram Springs CDD

This invoice includes charges for tasks performed for your project, including:

- CDD Meeting and Coordination
- Review and File Meeting Minutes
- Review and File Agenda Package



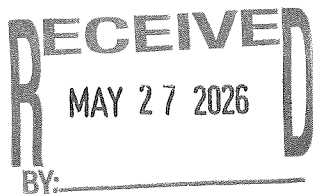
Please call Ivan Lamos if you have any questions or concerns regarding your project.
For billing inquiries, please contact our Accounting Department.

Professional Services through April 30, 2026

Phase	0001	Engineering Services		
		Hours	Rate	Amount
Division Lead		1.25	275.00	343.75
Total Labor				343.75
Total Due:				343.75

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	343.75	20,808.75	21,152.50
Expense	0.00	119.11	119.11
Unit	0.00	1.90	1.90
Totals	343.75	20,929.76	21,273.51



Invoice-Agreement

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 5/22/2026 **Invoice #** 129106992 **Terms:** Due prior to event **PO#**
Customer name: Bartram Springs CDD **Event type:** Poolside Movie
Billing address: 14530 Cherry Lake Drive E., Jacksonville, FL 32258
Original contact person: Danelle Demarco **Wk:** 904-880-5156 **Cell:** 724-3317695 **E-mail/ fax:** ddemarco@gmsnf.com
At event contacts with cell: Same
Event date: Saturday May 30, 2026 **Hours of event:** 8:00 pm till **Hours of service:** Same
Approximate set up time: Between: 7:00 and 7:30 pm
Location name and address: Same
Where to set up at location: Pool Deck Movie **Power within 75':** Yes
Set up-grass or pavement: PV **Water within 75':** NA **Covered area for entertainer:** NA

Notes:
SERVICES NEEDED:

* 16 foot Mega frame screen, projection, complete sound, operator	Reg. Rate \$	395.00	Your Cost \$	349.00
* Waterbags/Sandbags for pavement application screen	Reg. Rate \$	45.00	Your Cost \$	35.00
* Delivery	Reg. Rate \$	45.00	Your Cost \$	35.00
	Reg. Total \$	485.00	Your Total \$	419.00

Your Total Savings \$66.00

Sub Total: \$ 419.00
Sales Tax: \$ -
Invoice Total: \$ 419.00
Balance due at set up \$ 419.00
Payments received
Current Balance \$ 419.00
Due prior to event or \$50 late fee

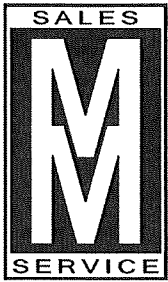
CANCELLATION, RE-SCHEDULING, INCLAMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ Date: _____

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
5/06/26	00336	4/30/26 2032	202604 600-53800-60000	MOTOR - W. WATER FEATURE	*	6,970.00	
				M AND M SALES-SERVICE			6,970.00 000354
5/15/26	00130	2/26/26 1489A	202605 600-53800-60000	FNL PMT CUSTOM FIN SAUNAS	*	21,189.26	
				LIV MODERN CONSTRUCTION INC			21,189.26 000355
TOTAL FOR BANK B						28,159.26	
TOTAL FOR REGISTER						28,159.26	

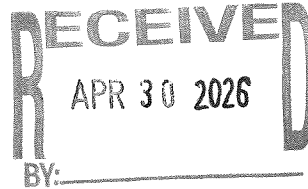
BSPR BART SPRING TLEE



M and M Sales-Service
2100 Dennis Street
Jacksonville, FL 32204 US
+19048258381
mandmpumpsandcontrols@gmail.com

Invoice

BILL TO
Bartram Springs CDD
14530 East Cherry lake Drive
Jacksonville, FL 32258



INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
2032	04/30/2026	\$6,970.00	05/01/2026	

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Motor 10HP	1	4,850.00	4,850.00
	Freight Shipping/Freight	1	150.00	150.00
	Shaft seal	1	350.00	350.00
	Technician	1	1,620.00	1,620.00

Location: West fountain pump
Service call and labor to repair
Remove failed motor
Install new motor and shaft seal
Run test for proper operation
2yr warranty on parts 90days labor
ETA once approved 5 to 7 days

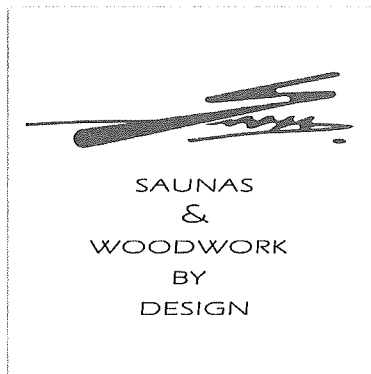
SUBTOTAL	6,970.00
TAX	0.00
TOTAL	6,970.00
BALANCE DUE	\$6,970.00

Ways to pay

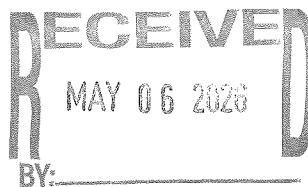
BANK PayPal Venmo

[View and pay](#)

Please remit payment to:
M and M Sales-Service
PO Box 352392
Palm Coast, FL 32135



Liv Modern Construction, Inc. dba Saunas by Design
561-461-7970
6601 Lyons Rd A-5
Coconut Creek, FL 33073



Billed To
Bartram Springs CDD
475 West Town Place
Suite 114
St Augustine, FL 32092

Date of Issue
02/26/2026

Due Date
02/26/2026

Invoice Number
1489

Amount Due (USD)
\$21,189.26

Description	Rate	Qty	Line Total
Custom Traditional Finnish Sauna (6'11" x 5'11"x 7') - Shop drawings include floor plans, sections and elevations - Reflective foil insulation (heat retaining insulation) - Cedar with Knots throughout. - Vertical wall and ceiling installation T&G 7/16 x 6 boards - Benches as per architectural design or client's preference - Custom backrest for upper bench only - Duckboard wooden floor system or Commercial grade Dri-Dek flooring over finished tile floor (floor by others) - Heater Kip 80 by Harvia - Xenio digital wall control with Wifi (by Harvia) - Custom Cedar Door with full size tempered glass panel - 4" LED recessed ceiling light (one)	\$21,189.26	2	\$42,378.52
Optional Upgrades - Upgrade to Cedar Vertical Grain Clase A (\$24,600 each sauna)	\$0.00	0	\$0.00
Optional Upgrades - Wooden bucket, ladle and thermometer (\$120 set) - Paraffin wax wood shield (\$30) - Sauna cleaning solution (\$17.50) - Headrest/ angled backrest (\$85) - Himalayan corner salt lamps (\$850 e/a) - Custom heater guard (\$250) - LED Strip lights for under benches and backrests (\$275 per point) - Saunum Heat Equalizing System Interior wall (\$2,275) - Bluetooth speaker \$150 (2 units) - Upgrade to wood slats 1x2 for all walls and ceiling (Western Red Cedar) \$2500	\$0.00	0	\$0.00
Not Included	\$0.00	0	\$0.00

- Electrical work (rough or final)
- Room prep, framing or insulation (by owner / contractor)
- Demolition

Payment Options	\$0.00	0	\$0.00
-----------------	--------	---	--------

****Wire Transfer:****

Beneficiary: Saunas by Design
Address: 7134 NW 47th Ln, Coconut Creek, FL 33073
Bank: Wells Fargo
Account Number: 1357737707
Routing Number: 121000248

****Check:****

Payable to: Saunas by Design
Address: 6601 Lyons Rd, Suite A-5 Coconut Creek Florida 33073

**** Credit Card:****

There is a 3% credit card charge. Please let me know if you are interested and I will send you the link.

Subtotal	42,378.52
Tax	0.00
Total	42,378.52
Amount Paid	21,189.26
Amount Due (USD)	\$21,189.26



BARTRAM SPRINGS CDD
CLUBHOUSE FIRE PIT
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133

Statement Date: April 10, 2026

Amount Due: **\$67.04**

Due Date: May 01, 2026

Account #: 221003032432

DO NOT PAY. Your account will be drafted on May 01, 2026

Account Summary

Current Service Period: March 07, 2026 - April 06, 2026

Previous Amount Due	\$80.64
Payment(s) Received Since Last Statement	-\$80.64

Current Month's Charges	\$67.04
--------------------------------	----------------

Amount Due by May 01, 2026	\$67.04
-----------------------------------	----------------

Amount not paid by due date may be assessed a late payment charge and an additional deposit.



Scan here to view
your account online.

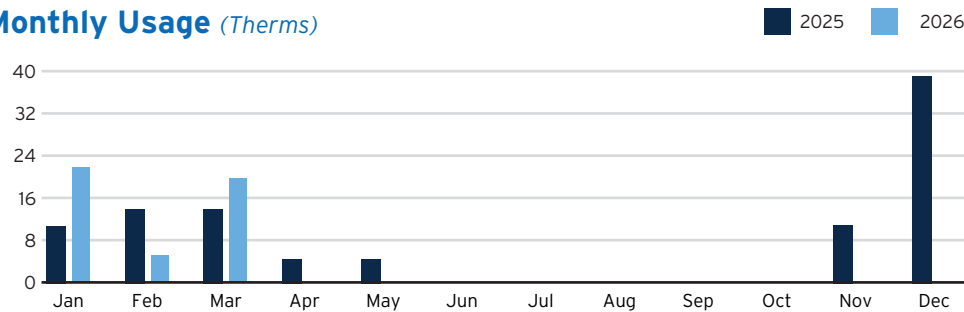
**Ready to dig
into spring?**

Always contact
811
before you dig.



**Know what's below.
Call before you dig.**

Monthly Usage (Therms)



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com

To ensure prompt credit, please return stub portion of this bill with your payment.



Account #: 221003032432

Due Date: May 01, 2026



Pay your bill online at PeoplesGas.com

See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit PeoplesGas.com/Paperless to enroll now.

Amount Due: **\$67.04**

Payment Amount: \$ _____

640273485551

Your account will be
drafted on May 01, 2026

BARTRAM SPRINGS CDD
CLUBHOUSE FIRE PIT
393 PALM COAST PKWY SW, UNIT 4
PALM COAST, FL 32137-4774

Mail payment to:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO

Please write your account number on the memo line of your check.



Service For:
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133

Account #: 221003032432
Statement Date: April 10, 2026
Charges Due: May 01, 2026

Meter Read

Meter Location: Clubhouse FP

Service Period: Mar 07, 2026 - Apr 06, 2026

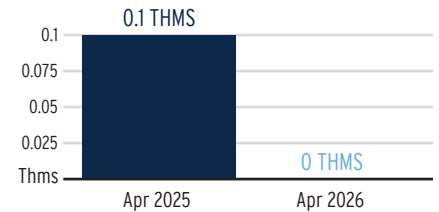
Rate Schedule: Small General Service - Transportation

Meter Number	Read Date	Current Reading	- Previous Reading	= Measured Volume	x BTU	x Conversion	= Total Used	Billing Period
AHX25588	04/06/2026	1,672	1,672	0 CCF	1.045	1.0000	0.0 Therms	31 Days

Charge Details

	Natural Gas Charges	
	Customer Charge	\$63.00
	Natural Gas Service Cost	\$63.00
	Franchise Fee	\$4.04
	Total Natural Gas Cost, Local Fees and Taxes	\$67.04

Avg THMS Used Per Day



Total Current Month's Charges

\$67.04

For more information about your bill and understanding your charges, please visit PeoplesGas.com

Ways To Pay Your Bill



Bank Draft

Visit PeoplesGas.com for free recurring or one time payments via checking or savings account.



In-Person

Find list of Payment Agents at PeoplesGas.com



Mail A Check

Payments:
TECO
P.O. Box 31318
Tampa, FL 33631-3318
Mail your payment in the enclosed envelope.



Credit or Debit Card

Pay by credit Card using KUBRA EZ-Pay at PeoplesGas.com. Convenience fee will be charged.



Phone

Toll Free:
866-689-6469

All Other Correspondences:
Peoples Gas
P.O. Box 111
Tampa, FL 33601-0111

Contact Us

Residential Customer Care:

813-223-0800 (Tampa)
863-299-0800 (Lakeland)
352-622-0111 (Ocala)
954-453-0777 (Broward)
305-940-0139 (Miami)
727-826-3333 (St. Petersburg)
407-425-4662 (Orlando)
904-739-1211 (Jacksonville)
877-832-6747 (All Other Counties)

Online:

PeoplesGas.com

Phone:

Commercial Customer Care:

866-832-6249
Hearing Impaired/TTY:

7-1-1

Natural Gas Outage:

877-832-6747

Natural Gas Energy

Conservation Rebates:

877-832-6747

Please Note: If you choose to pay your bill at a location not listed on our website or provided by Peoples Gas, you are paying someone who is not authorized to act as a payment agent at Peoples Gas. You bear the risk that this unauthorized party will relay the payment to Peoples Gas and do so in a timely fashion. Peoples Gas is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.



BARTRAM SPRINGS CDD
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133

Statement Date: April 10, 2026

Amount Due: **\$68.49**

Due Date: May 01, 2026

Account #: 211003320143

DO NOT PAY. Your account will be drafted on May 01, 2026

Account Summary

Current Service Period: March 07, 2026 - April 06, 2026

Previous Amount Due	\$67.72
Payment(s) Received Since Last Statement	-\$67.72

Current Month's Charges	\$68.49
--------------------------------	----------------

Amount Due by May 01, 2026	\$68.49
-----------------------------------	----------------

Amount not paid by due date may be assessed a late payment charge and an additional deposit.



Scan here to view
your account online.

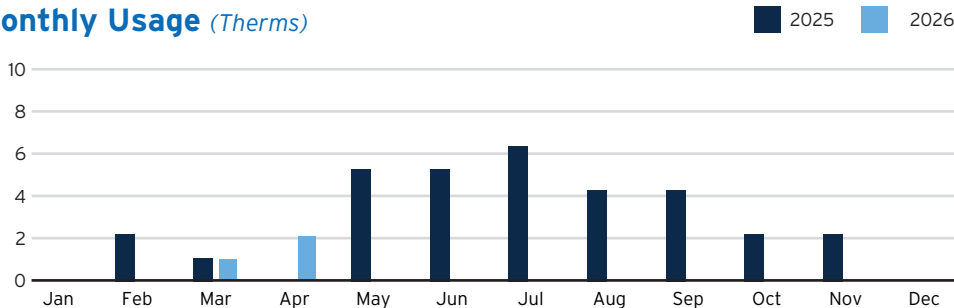
**Ready to dig
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Always contact
811
before you dig.



**Know what's below.
Call before you dig.**

Monthly Usage (Therms)



Learn about your newly redesigned bill and get deeper insights about your usage by visiting TECOaccount.com

To ensure prompt credit, please return stub portion of this bill with your payment.



Account #: 211003320143

Due Date: May 01, 2026



Pay your bill online at PeoplesGas.com

See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit PeoplesGas.com/Paperless to enroll now.

Amount Due: **\$68.49**

Payment Amount: \$ _____

600000874224

Your account will be
drafted on May 01, 2026

BARTRAM SPRINGS CDD
393 PALM COAST PKWY SW, UNIT 4
PALM COAST, FL 32137-4774

Mail payment to:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO

Please write your account number on the memo line of your check.



Service For:
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133

Account #: 211003320143
Statement Date: April 10, 2026
Charges Due: May 01, 2026

Meter Read

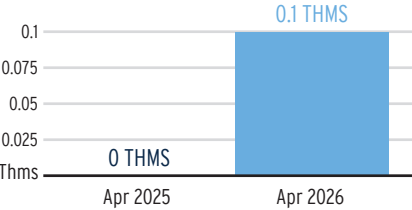
Service Period: Mar 07, 2026 - Apr 06, 2026 **Rate Schedule:** Small General Service - Transportation

Meter Number	Read Date	Current Reading	- Previous Reading	= Measured Volume	x BTU	x Conversion	= Total Used	Billing Period
AHI40399	04/06/2026	777	775	2 CCF	1.045	1.0000	2.1 Therms	31 Days

Charge Details

Natural Gas Charges	
Customer Charge	\$63.00
Distribution Charge	2.1 THMS @ \$0.58434 \$1.23
Swing Service Charge	2.1 THMS @ \$0.03270 \$0.07
Florida Gross Receipts Tax	\$0.06
Natural Gas Service Cost	\$64.36
Franchise Fee	\$4.13
Total Natural Gas Cost, Local Fees and Taxes	\$68.49

Avg THMS Used Per Day



Total Current Month's Charges \$68.49

For more information about your bill and understanding your charges, please visit PeoplesGas.com

Ways To Pay Your Bill

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Mail A Check
Payments:
TECO
P.O. Box 31318
Tampa, FL 33631-3318
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All Other Correspondences:
Peoples Gas
P.O. Box 111
Tampa, FL 33601-0111

Credit or Debit Card
Pay by credit Card using KUBRA EZ-Pay at PeoplesGas.com. Convenience fee will be charged.

Phone
Toll Free: **866-689-6469**

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863-299-0800 (Lakeland)
352-622-0111 (Ocala)
954-453-0777 (Broward)
305-940-0139 (Miami)
727-826-3333 (St. Petersburg)
407-425-4662 (Orlando)
904-739-1211 (Jacksonville)
877-832-6747 (All Other Counties)

Online:
PeoplesGas.com
Phone:
Commercial Customer Care:
866-832-6249
Hearing Impaired/TTY:
7-1-1
Natural Gas Outage:
877-832-6747
Natural Gas Energy Conservation Rebates:
877-832-6747

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Hello Bartram Springs Cdd,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14751 BARTRAM SPRINGS PKWY, JACKSONVILLE, FL, 32258-6101

Previous balance		\$348.59
EFT Payment - thank you	Apr 02	-\$348.59
Balance forward		\$0.00
Regular monthly charges	Page 3	\$334.85
Taxes, fees and other charges	Page 3	\$14.04
New charges		\$348.89

Amount due

\$348.89

Your bill explained

- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

!

Thanks for paying by Automatic Payment

Your automatic payment on May 01, 2026, will include your amount due, plus or minus any payment related activities or adjustments, and less any credits issued before your bill due date.

Need help?

Visit business.comcast.com/help or see page 2 for other ways to contact us.

Detach the bottom portion of this bill and enclose with your payment

Do not include correspondence with payment

COMCAST
BUSINESS

1401 NORTHPOINT PKWY W PALM
BCH FL 33407-1937

BARTRAM SPRINGS CDD
ATTN WINSLOW WHEELER
14751 BARTRAM SPRINGS PKWY
JACKSONVILLE, FL 32258

Please write your account number on your check or money order

Account number

8495 74 120 3774991

Automatic payment

May 01, 2026

Please pay

\$348.89

Electronic payment will be applied May 01, 2026

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

Download the Comcast Business App

Business is always moving. Our app was built for this. Manage your account anytime, anywhere with the Comcast Business App – the easy way to manage your services on the go.

- Manage your account details
- Pay your bill and customize billing options
- View upcoming appointments

Scan the QR Code with your phone or mobile device to get started.



Faster speeds. More solutions. Bigger savings.

Comcast Business now offers **NEW** packages with faster speeds and innovative Voice and security solutions – at a better value.

Call today for a FREE account review at 877-564-0318.

Need help? We're here for you



Visit us online

Get help and support at **business.comcast.com/help**



Call us anytime

800-391-3000

Open 24 hours, 7 days a week for billing and technical support

Useful information

Moving?

We can help ensure it's a smooth transition.

Visit **business.comcast.com/learn/moving** to learn more.

Accessibility:

If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at **support.xfinity.com/accessibility**, email **accessibility@comcast.com**, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838 Attn: M. Gifford.

Ways to pay



No more mailing monthly checks

Set up Auto Pay to save time, energy and stamps. It's easy to enroll, just visit **business.comcast.com/myaccount**



Go paperless and say goodbye to clutter

Sign up for Paperless Billing to view and pay your bill online. It's faster, easier and helps cut down on clutter. Visit **business.comcast.com/myaccount** to get started.

Additional billing information

More ways to pay:



Online

Visit My Account at **business.comcast.com/myaccount**



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Download the Comcast Business App



In-Store

Visit **business.comcast.com/servicecenter** to find a store near you

Regular monthly charges		\$334.85
Comcast Business		\$312.85
Bundled services		\$177.95
Data, SecurityEdge, Voice Package, Includes: Business Internet Advanced, 1 Mobility Voice Line, and SecurityEdge.	\$294.00	
Bundle Discount	-\$144.00	
Equipment Fee Voice.	\$27.95	
Internet services		\$144.90
SecurityEdge Preferred	\$40.00	
WiFi Pro	\$14.95	
Static IP - 1	\$34.95	
Wireless Connect	\$20.00	
Equipment Fee Access Point.	\$10.00	
Equipment Fee Wireless Connect.	\$15.00	
Equipment Fee Wireless Connect.	\$10.00	
Other credits and discounts		-\$10.00
Ecobill/autopay Discount	-\$10.00	
Service fees		\$22.00
Directory Listing Management Fee	\$11.00	
Voice Network Investment	\$11.00	
Taxes, fees and other charges		\$14.04
Other charges		\$2.91
Federal Universal Service Fund	\$1.33	
Regulatory Cost Recovery	\$1.58	
Taxes & government fees		\$11.13
Sales Tax	\$4.73	
State Communications Services Tax	\$3.32	
Local Communications Services Tax	\$2.68	
911 Fees	\$0.40	

What's included?

- **Internet:** Fast, reliable internet on our Gig-speed network
- **Voice Numbers:** (904)312-9604
- Visit business.comcast.com/myaccount for more details
- You've saved \$154.00 this month with your bundle and ecobill/autopay discounts.

Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.



We have the solutions to help your business be ready for what's next.

There's a reason why more businesses count on Comcast Business than any other provider. We help keep your business reliably connected with smart, simple solutions.

- ✓ Internet designed for 100% reliability with Business Internet and Wireless Connect
- ✓ Advanced cybersecurity to help protect all your connected devices
- ✓ Advanced WiFi with features that you can control
- ✓ The fastest mobile service with 5G cellular and millions of WiFi hotspots

Call or visit us today to schedule a personalized account review and get the most out of your service.

Call: **1-855-867-5006**

Visit: **comcastbusiness.com/accountreview**

Restrictions apply. Not available in all areas. Services and features vary depending on level of service. Comcast Business SecurityEdge®, Wireless Connect, Advanced WiFi and Comcast Business Mobile each requires Comcast Business Internet (and compatible leased router for SecurityEdge™, Wireless Connect and WiFi Pro) for additional monthly charge. **Internet:** Actual speeds vary and are not guaranteed. **SecurityEdge™:** Will not work if connected via public WiFi, and may not work if connected via Wireless Connect, virtual private network technology or non-Comcast DNS servers. **Wireless Connect:** Fully charged battery backup will provide up to 8 hours of power to the Wireless Connect device depending on level of service. WiFi feature must be enabled to connect wireless devices. Actual backup time varies depending on number of connected devices and is not guaranteed. **Comcast Business Mobile:** Up to 20 lines. Pricing subject to change. For Comcast Business Mobile Disclosures visit: <https://business.comcast.com/policies/broadband-disclosures>. Comcast Business Mobile utilizes the network with the highest RootMetrics® 5G reliability rankings in 1H '25. WiFi not tested. Results may vary. Not an endorsement. Call for restrictions and complete details. © 2026 Comcast.

ADP99996-0002

Hello Bartram Springs Club,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14530 CHERRY LAKE DR E OFC, JACKSONVILLE, FL, 32258-5133

Previous balance		\$774.87
EFT Payment - thank you	Apr 02	-\$774.87
Balance forward		\$0.00
Regular monthly charges	Page 3	\$764.70
Taxes, fees and other charges	Page 4	\$81.44
New charges		\$846.14

Amount due

\$846.14

Your bill explained

- Regular monthly charges have increased by \$65.75 as a result of service change(s) made to Internet services, Voice services, Bundled services and other regular monthly charges.
- Taxes, fees & other charges have increased by \$5.52 on your account as a result of changes to your services.
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

!

Thanks for paying by Automatic Payment

Your automatic payment on May 01, 2026, will include your amount due, plus or minus any payment related activities or adjustments, and less any credits issued before your bill due date.

Need help?
Visit business.comcast.com/help or see page 2 for other ways to contact us.

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST
BUSINESS

1401 NORTHPOINT PKWY W PALM
BCH FL 33407-1937

GMS BARTRAM SPRINGS CLUB
ATTN WINSLOW WHEELER
14530 CHERRY LAKE DR E
OFC
JACKSONVILLE, FL 32258

Account number

8495 74 121 1618453

Automatic payment

May 01, 2026

Please pay

\$846.14

Electronic payment will be applied May 01, 2026

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

849574121161845300846147

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- Pay your bill and customize billing options
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Get help and support at **business.comcast.com/help**



Call us anytime

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If you are hearing impaired, call 711. For issues affecting customers with disabilities, call **1-855-270-0379**, chat live at **support.xfinity.com/accessibility**, email **accessibility@comcast.com**, fax **1-866-599-4268** or write to Comcast at 1701 JFK Blvd., Philadelphia, PA 19103-2838 Attn: M. Gifford.

Ways to pay



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Additional billing information

More ways to pay:



Online

Visit My Account at **business.comcast.com/myaccount**



Comcast Business App

Download the Comcast Business App



In-Store

Visit **business.comcast.com/servicecenter** to find a store near you

Regular monthly charges

\$764.70

Comcast Business

\$742.70

Bundled services

\$177.95

Data, SecurityEdge, Voice Package, Includes: Business Internet Advanced, 1 Mobility Voice Line, and SecurityEdge.	\$294.00
Bundle Discount	-\$144.00
Equipment Fee Voice.	\$27.95

TV services

\$333.80

TV Standard Business Video.	\$124.95
Sports and Entertainment Package.	\$34.95
TV Box + Remote	\$11.95
Service To Additional TV With TV Box and Remote. Qty 3 @ \$11.95 each	\$35.85
Service To Additional TV With TV Adapter.	\$11.95
Unreturned Equipment Digital Converter Qty 5 @ \$11.95 each	\$59.75
Broadcast TV Fee	\$49.70
Regional Sports Fee	\$4.70

Internet services

\$119.95

SecurityEdge Preferred	\$40.00
Static IP - 1	\$34.95
Wireless Connect	\$20.00
Equipment Fee Wireless Connect.	\$15.00
Equipment Fee Wireless Connect.	\$10.00

Voice services

\$121.00

Voice Mail Service Qty 3 @ \$7.00 each	\$21.00
Mobility Voice Line Business Voice. Qty 4 @ \$25.00 each	\$179.80
Bundle Discount	-\$79.80

Other credits and discounts

-\$10.00

Ecobill/autopay Discount	-\$10.00
--------------------------	----------

Service fees

\$22.00

Directory Listing Management Fee	\$11.00
Voice Network Investment	\$11.00

What's included?

**Internet:** Fast, reliable internet on our
Gig-speed network**TV:** Keep your employees informed and
customers entertained**Voice Numbers:** (904)880-5156,
(904)880-5014, (904)374-3397,
(904)880-5370, (904)619-0387Visit business.comcast.com/myaccount for more
detailsYou've saved \$233.80 this month with your
bundle and ecobill/autopay discounts.

Taxes, fees and other charges \$81.44

Other charges \$12.32

Federal Universal Service Fund	\$5.53
Regulatory Cost Recovery	\$6.79

Taxes & government fees \$69.12

Sales Tax	\$10.62
State Communications Services Tax	\$31.21
Local Communications Services Tax	\$25.29
911 Fees	\$2.00

Additional information

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

Parental Controls: With parental controls, you can choose and manage the programming that is right for your family. Learn more at: business.comcast.com/support/article/tv/x1-parental-controls-safe-browse.

Recent and Upcoming Programming Changes: Information on recent and upcoming programming changes can be found at xfinity.com/programmingchanges/ or by calling 866-216-8634.

Hello Bartram Springs Club,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14530 CHERRY LAKE DR E, BLDG GYM, JACKSONVILLE, FL, 32258-5133

Previous balance		\$196.93
EFT Payment - thank you	Apr 08	-\$196.93
Balance forward		\$0.00
Regular monthly charges	Page 3	\$192.95
Taxes, fees and other charges	Page 3	\$3.98
New charges		\$196.93

Amount due **\$196.93**

Your bill explained

- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

! Thanks for paying by Automatic Payment
Your automatic payment on May 07, 2026, will include your amount due, plus or minus any payment related activities or adjustments, and less any credits issued before your bill due date.

Need help?
Visit business.comcast.com/help or see page 2 for other ways to contact us.

Detach the bottom portion of this bill and enclose with your payment

Do not include correspondence with payment

COMCAST
BUSINESS
1401 NORTHPOINT PKWY W PALM
BCH FL 33407-1937

BARTRAM GMS SPRINGS CLUB
ATTN WINSLOW WHEELER
14530 CHERRY LAKE DR E
BLDG GYM
JACKSONVILLE, FL 32258

Please write your account number on your check or money order

Account number **8495 74 121 2680338**

Automatic payment **May 07, 2026**

Please pay **\$196.93**

Electronic payment will be applied May 07, 2026

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

Download the Comcast Business App

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Need help? We're here for you



Visit us online

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Call us anytime

800-391-3000

Open 24 hours, 7 days a week for billing and technical support

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Visit **business.comcast.com/learn/moving** to learn more.

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Online

Visit My Account at **business.comcast.com/myaccount**



Comcast Business App

Download the Comcast Business App



In-Store

Visit **business.comcast.com/servicecenter** to find a store near you

Regular monthly charges		\$192.95
Comcast Business		\$192.95
Internet services		\$202.95
Data, SecurityEdge Package, Includes: Business Internet Advanced and SecurityEdge.	\$279.00	
Bundle Discount	-\$149.00	
Wireless Connect	\$20.00	
Equipment Fee Internet.	\$27.95	
Equipment Fee Wireless Connect.	\$15.00	
Equipment Fee Wireless Connect.	\$10.00	
Other credits and discounts		-\$10.00
Ecobill/autopay Discount	-\$10.00	

What's included?

 **Internet:** Fast, reliable internet on our Gig-speed network
Visit business.comcast.com/myaccount for more details

You've saved \$159.00 this month with your bundle and ecobill/autopay discounts.

Taxes, fees and other charges		\$3.98
Taxes & government fees		\$3.98
Sales Tax	\$3.98	



BARTRAM SPRINGS CDD

14530 CHERRY LAKE DR E
Jacksonville, FL 32258-0000

TECO Account Number: 211003320143

Details of Charges

Previous Balance	\$8.13
Payments Received	\$8.13 CR
Balance Forward	\$0.00

Current Gas Service Charges for May 2026

Gas Charge	\$1.38
(25 days @ \$0.453, 4 days @ \$0.402)	
Transportation	\$0.30
(3.1 Therms @ \$0.0979)	
Fuel	\$0.04
Customer Charge	\$6.95
Sales Taxes - County	\$0.00
Sales Taxes - State	\$0.00
Total Due by 06/04/2026	\$8.67

Invoice 1472420ES

Bill Group #

Statement Date

Current Charges

Balance Forward

Payment Due

Page 1 of 2

38487

05/12/2026

\$8.67

\$0.00

06/04/2026

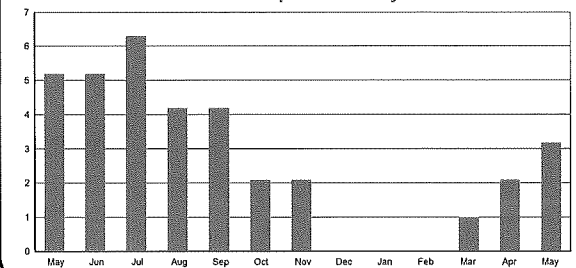
877-436-4427

onlyfng.com

customerservice@onlyfng.com

For Emergencies or Gas Leaks (24/7) Call TECO
1-877-832-6747

Consumption History

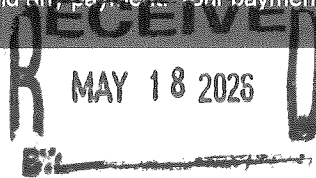


How We Calculated Your Charges

Variable Rate: INSIDE FERC FGT 33

Meter Start	Meter End	Days of Service	Therms Used	Fuel Used	Fuel Rate	Fuel Charges	RatePerTherm	Gas Charges
04/06/2026	05/04/2026	29	3.1	0.08	\$0.446	\$0.04	\$0.446	\$1.38

ARE YOU USING CLICK? FNG commercial customers can access all their accounts in one place, pay online, enroll in paperless billing and even analyze energy costs! Get your access to the CLICK portal by visiting click.onlyfng.com or contacting your energy manager. You are enrolled in AutoPay. Do not send any payment. Your payment will be made automatically on your due date. Thank you for your business.



PO BOX 570828
ATLANTA, GA 30357

Please tear off and return stub with your payment.

Bill Group # 38487
Invoice # 1472420ES
Total Due by 06/04/2026 \$8.67

Amount Enclosed (checks payable to FLORIDA NATURAL GAS)

\$ _____

To pay by ACH, please contact our Customer Care team at 877.436.4427

BARTRAM SPRINGS CDD
ACCOUNTS PAYABLE
475 WEST TOWN PLACE SUITE 114
ST AUGUSTINE, FL 32092-0000

FLORIDA NATURAL GAS
P.O. BOX 934726
ATLANTA, GA 31193-4726



1 0384871472420ES 9 00000867

Hello Bartram Springs Club,

Thanks for choosing Comcast Business.

Your bill at a glance

For 14530 CHERRY LAKE DR E, BLDG GYM, JACKSONVILLE, FL, 32258-5133

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Regular monthly charges	Page 3	\$192.95
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New charges		\$196.93

Amount due

\$196.93

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ATTN WINSLOW WHEELER
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BLDG GYM
JACKSONVILLE, FL 32258

Account number

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Automatic payment

May 07, 2026

Please pay

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CHARLOTTE NC 28272-1211

849574121268033800196931

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Taxes & government fees		\$3.98
Sales Tax	\$3.98	



225 N. Pearl St.
Jacksonville, FL
32202-4513



**BARTRAM SPRINGS COMM DEV
DISTRICT**



Phone: (904) 665-6000



Online: jea.com



Business Customers: (904) 665-6250

Account #: 1540008426

Bill Date: 04/20/26

Cycle: 16

Amount Due
\$364.90

Do not pay. AutoPay will process
your payment on 05/12/26.

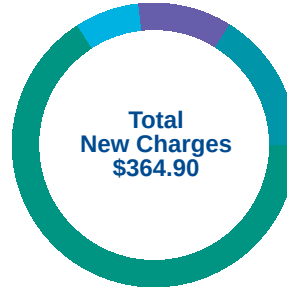
TOTAL SUMMARY OF CHARGES

Electric	\$	252.38
Water		21.54
Sewer		34.72
Irrigation		56.26
Total New Charges	\$	364.90

(A complete breakdown of charges can be found on the following pages.)

Previous Balance	\$	323.22
Payment(s) Received		-323.22
Balance Before New Charges		0.00
New Charges		364.90

**Do not pay. AutoPay will process your
payment on 05/12/26.** \$ **364.90**



Electric
\$252.38
Water
\$21.54
Sewer
\$34.72
Irrigation
\$56.26

MESSAGES



JEA's Fleet Electrification Program can help you transition from diesel or gasoline to battery electric (BEV) or plug-in hybrids (PHEV). Learn more at jea.com/fleetelectrification.



Swap out faucet aerators with affordable, low-flow aerators on existing fixtures to reduce water use by up to 30% or more.

PLEASE DETACH AND RETURN PAYMENT STUB BELOW WITH TOTAL DUE IN ENVELOPE PROVIDED.

Additional information on reverse side. →

☐

Check here for telephone/mail address correction and fill in on reverse side.

☐

Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Acct #: **1540008426**

Bill Date: **04/20/26**

Do not pay. AutoPay will process your payment on 05/12/26.

TOTAL AMOUNT PAID

\$364.90

BARTRAM SPRINGS COMM DEV DISTRICT
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

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APPLICATION AND CONTRACT FOR SERVICE—Customers may review terms and conditions of service and policies on jea.com, or may call, write or email JEA to request a copy. Requesting of utility service and JEA's acceptance to provide utility service, including the rendering of a bill, **constitutes** a binding contractual agreement between JEA and the customer, including each financially responsible person or entity as defined by applicable State, City and Utility regulations and policies, whether or not services is listed in that individual's name.

Please review your billing statement. Should you suspect a billing or payment error, please notify us immediately at 665-6000. **Commercial customers can call us at 665-6250.** You have 90 days from the statement date to request a JEA review for correction or credit.

ADDRESS CORRECTION

Account # 1540008426

Tel: [redacted] - [redacted]

Address:

City: State: Zip Code:

E-mail:



BARTRAM SPRINGS COMM DEV DISTRICT

Account #: 1540008426

Bill Date: 04/20/26

Cycle: 16



Phone: (904) 665-6000



Online: jea.com

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 03/18/26 - 04/17/26

Reading Date: 04/17/26

Service Point: Irrigation 1 - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
24063319	30	51330	Regular	1	653 KWH

Basic Monthly Charge	\$	25.00
Energy Charge (\$0.06813 per kWh)		44.49
Tax Exempt Fuel Cost (\$0.05457 per kWh)		35.63
Taxable Fuel Cost (\$0.00511 per kWh)		3.34
City of Jacksonville Franchise Fee		3.25
Gross Receipts Tax		2.86

Total Current Electric Charges \$ 114.57

WATER SERVICE

Billing Rate: Residential Water Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
101725871	30	7	Regular	3/4	2000 GAL

Basic Monthly Charge	\$	18.23
Tier 1 Consumption (1-4 kgal @ \$1.34)		2.68
City of Jacksonville Franchise Fee		0.63

Total Current Water Charges \$ 21.54

SEWER SERVICE

Billing Rate: Residential Sewer Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
101725871	30	7	Regular	3/4	2000 GAL

Basic Monthly Charge	\$	23.37
Sewer Charge (\$5.17 per KGal)		10.34
City of Jacksonville Franchise Fee		1.01

Total Current Sewer Charges \$ 34.72

IRRIGATION SERVICE

Billing Rate: Commercial Irrigation Service

Service Address: 14751 BARTRAM SPRINGS PKWY

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
101899914	30	1	Regular	1 1/2	1000 GAL

Basic Monthly Charge	\$	50.63
Tier 1 Consumption (1 - 7 Kgal @ \$3.99 kgal)		3.99
City of Jacksonville Franchise Fee		1.64

Total Current Irrigation Charges \$ 56.26

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 14857 BARTRAM SPRINGS PY

Service Period: 03/18/26 - 04/17/26

Reading Date: 04/17/26

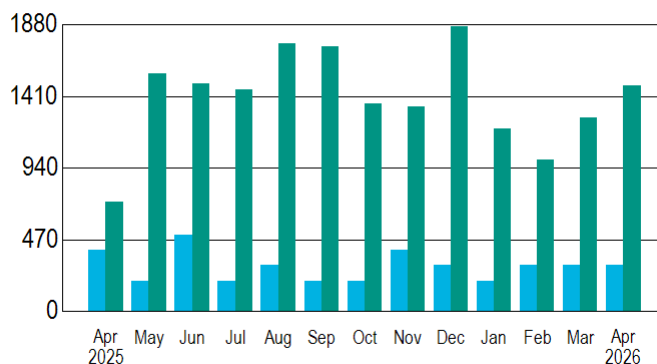
Service Point: Irrigation 1 - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22493397	30	67818	Regular	1	825 KWH
22493397	30	11.65	Regular	1	11.65 KW

Basic Monthly Charge	\$	25.00
Energy Charge (\$0.06813 per kWh)		56.21
Tax Exempt Fuel Cost (\$0.05457 per kWh)		45.02
Taxable Fuel Cost (\$0.00511 per kWh)		4.22
City of Jacksonville Franchise Fee		3.91
Gross Receipts Tax		3.45

Total Current Electric Charges \$ 137.81

CONSUMPTION HISTORY

■ Water Tens Gal ■ Electric kWh


	1 Year Ago	Last Month	This Month	Average Daily
Total kWh Used	715	1,268	1,478	49
Total Gallons Used	4,000	3,000	3,000	100



225 N. Pearl St.
Jacksonville, FL
32202-4513



**BARTRAM SPRINGS COMM DEV.
DISTRICT**



Phone: (904) 665-6000



Online: jea.com



Business Customers: (904) 665-6250

Account #: 2568379466

Bill Date: 04/20/26

Cycle: 16

**Amount Due
\$5,865.56**

Do not pay. AutoPay will process
your payment on 05/12/26.

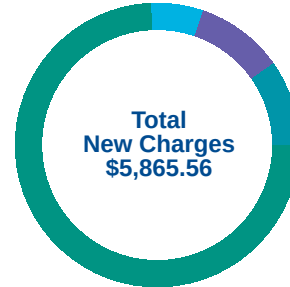
TOTAL SUMMARY OF CHARGES

Electric	\$	4,590.81
Water		257.08
Sewer		516.17
Irrigation		501.50
Total New Charges	\$	5,865.56

(A complete breakdown of charges can be found on the following pages.)

Previous Balance	\$	5,781.84
Payment(s) Received		-5,781.84
Balance Before New Charges		0.00
New Charges		5,865.56

**Do not pay. AutoPay will process your
payment on 05/12/26.** \$ **5,865.56**



Electric	\$4,590.81
Water	\$257.08
Sewer	\$516.17
Irrigation	\$501.50

MESSAGES



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Swap out faucet aerators with affordable, low-flow aerators on existing fixtures to reduce water use by up to 30% or more.

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Additional information on reverse side. →


☐

Check here for telephone/mail address correction and fill in on reverse side.

☐

Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Acct #: **2568379466**

Bill Date: **04/20/26**

Do not pay. AutoPay will process your payment on 05/12/26.

TOTAL AMOUNT PAID

\$5,865.56

BARTRAM SPRINGS COMM DEV. DISTRICT
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

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ADDRESS CORRECTION

Account # 2568379466

Tel: [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

Address:

City: State: Zip Code:

E-mail:



BARTRAM SPRINGS COMM DEV. DISTRICT

Account #: 2568379466

Bill Date: 04/20/26

Cycle: 16



Phone: (904) 665-6000



Online: jea.com

WATER SERVICE

Billing Rate: Commercial Water Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
83003017	30	321	Regular	1 1/2	3000 GAL

Basic Monthly Charge \$ 50.63

Water Consumption Charge 9.18

City of Jacksonville Franchise Fee 1.79

Total Current Water Charges \$ 61.60**WATER SERVICE**

Billing Rate: Commercial Water Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
86860454	30	1499	Regular	2	10000 GAL

Basic Monthly Charge \$ 78.40

Water Consumption Charge 30.60

City of Jacksonville Franchise Fee 3.27

Total Current Water Charges \$ 112.27**WATER SERVICE**

Billing Rate: Detector Meter Sprinkler Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 03/19/26 - 04/20/26

Reading Date: 04/20/26

Service Point: Fire Sprinkler 1

Detecto-Meter Charge \$ 44.38

City of Jacksonville Franchise Fee 1.33

Total Current Water Charges \$ 45.71**SEWER SERVICE**

Billing Rate: Commercial Sewer Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
83003017	30	321	Regular	1 1/2	3000 GAL

Basic Monthly Charge \$ 167.90

Sewer Usage Charge 15.51

City of Jacksonville Franchise Fee 5.50

Total Current Sewer Charges \$ 188.91**SEWER SERVICE**

Billing Rate: Commercial Sewer Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Commercial - Water/Sewer

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
86860454	30	1499	Regular	2	10000 GAL

Basic Monthly Charge \$ 266.03

Sewer Usage Charge 51.70

City of Jacksonville Franchise Fee 9.53

Total Current Sewer Charges \$ 327.26**IRRIGATION SERVICE**

Billing Rate: Commercial Irrigation Service

Service Address: 14530 CHERRY LAKE DR E

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

Service Point: Irrigation 1 - Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
100691764	30	579	Regular	2	78000 GAL

Basic Monthly Charge \$ 78.40

Tier 1 Consumption (1 - 7 Kgal @ \$3.99 kgal) 27.94

Tier 2 Consumption (> 7 Kgal @ \$5.36 kgal) 380.55

City of Jacksonville Franchise Fee 14.61

Total Current Irrigation Charges \$ 501.50



BARTRAM SPRINGS COMM DEV. DISTRICT

Account #: 2568379466

Bill Date: 04/20/26

Cycle: 16



Phone: (904) 665-6000



Online: jea.com

ELECTRIC SERVICE

Billing Rate: General Service Demand

Service Address: 14532 CHERRY LAKE DR E APT TRCT

Service Period: 03/18/26 - 04/17/26

Reading Date: 04/17/26

Service Point: Large Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22489908	30	80472	Regular	40	30520 KWH
22489908	30	1.61	Regular	40	64.40 KW

Basic Monthly Charge	\$	223.00
GSD Demand Charge		540.96
GSD Energy Charge		1,002.89
Tax Exempt Fuel Cost (\$0.05457 per kWh)		1,665.48
Taxable Fuel Cost (\$0.00511 per kWh)		155.96
City of Jacksonville Franchise Fee		107.65
Gross Receipts Tax		94.77

Total Current Electric Charges \$ 3,790.71

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 14543 CHERRY LAKE DR W APT LS01

Service Period: 03/18/26 - 04/17/26

Reading Date: 04/17/26

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22493394	30	1702	Regular	1	18 KWH
22493394	30	.03	Regular	1	.03 KW

Basic Monthly Charge	\$	25.00
Energy Charge (\$0.06813 per kWh)		1.23
Tax Exempt Fuel Cost (\$0.05457 per kWh)		0.98
Taxable Fuel Cost (\$0.00511 per kWh)		0.09
City of Jacksonville Franchise Fee		0.82
Gross Receipts Tax		0.72

Total Current Electric Charges \$ 28.84

ELECTRIC SERVICE

Billing Rate: General Service

Service Address: 17 EVEREST LA APT SG01

Service Period: 03/16/26 - 04/15/26

Reading Date: 04/15/26

Service Point: Commercial - Electric

Meter Number	Days Billed	Current Reading	Reading Type	Meter Constant	Consumption
22508751	30	91991	Regular	1	5688 KWH
22508751	30	21.30	Regular	1	21.30 KW

Basic Monthly Charge	\$	25.00
Energy Charge (\$0.06813 per kWh)		387.52
Tax Exempt Fuel Cost (\$0.05457 per kWh)		310.39
Taxable Fuel Cost (\$0.00511 per kWh)		29.07
Gross Receipts Tax		19.28

Total Current Electric Charges \$ 771.26

WATER SERVICE

Billing Rate: Commercial Reclaimed Irrigation Service

Service Address: 61 EVEREST LA APT IR01

Service Period: 03/17/26 - 04/16/26

Reading Date: 04/16/26

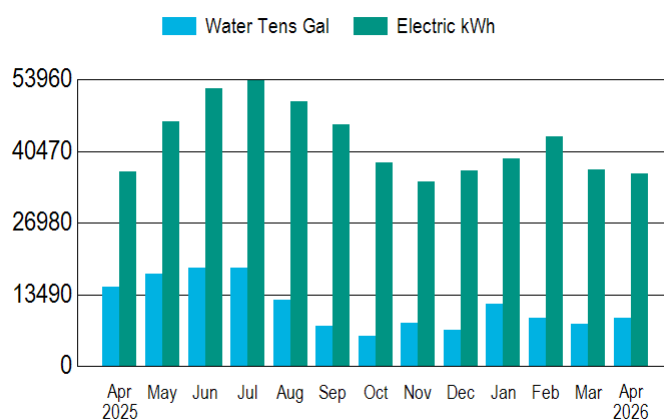
Service Point: Reclaim Commercial

Meter Number	Days Billed	Current Reading	Reading Type	Meter Size	Consumption (1 cu ft = 7.48 gal)
89241659	30	6419	Regular	1	0 GAL

Basic Monthly Charge	\$	31.50
Inspection Fee		6.00

Total Current Water Charges \$ 37.50

CONSUMPTION HISTORY



	1 Year Ago	Last Month	This Month	Average Daily
Total kWh Used	36,691	36,921	36,226	1,208
Total Gallons Used	150,000	80,000	91,000	3,033

TAXPAYER NAME: BARTRAM SPRINGS COMMUNITY TIN: xxxxx2579

Deposit Confirmation

Your payment has been accepted.

Payment Successful

An EFT Acknowledgement Number has been provided for this payment. Please keep this number for your records.

REMINDER: REMEMBER TO FILE ALL RETURNS WHEN DUE!

EFT ACKNOWLEDGEMENT NUMBER: 270653203987889

PLEASE NOTE

Any amounts represented in the subcategories of Social Security, Medicare, and Income Tax Withholding are for informational purposes only.

Payment Information	Entered Data
Taxpayer EIN	xxxxxx2579
Tax Form	941 Employers Federal Tax
Tax Type	Federal Tax Deposit
Tax Period	Q2/2026
Payment Amount	\$187.70
Settlement Date	05/12/2026
Subcategories:	
1 Social Security	\$124.00
2 Medicare	\$29.00
3 Tax Withholding	\$34.70
Account Number	xxxxx9755
Account Type	CHECKING
Routing Number	063112786
Bank Name	HANCOCK WHITNEY BANK

AUTOBILL

Invoice

Current Invoice Total

\$952.79

Invoice Number 3079428

Date: 05/15/2026
Customer Number: 012239
Due Date: 05/20/2026
Invoice Month: May
Payment Term: NET 5 DAYS

Billed to

Bartram Springs CDD
A00011335.SITE-0001

Winslow Wheeler
GMS Governmental Management Services
14530 E Cherry Lake Dr East, Jacksonville, FL 32258
tglynn@gmsnf.com

Past Due Amount:
\$0.00

Account Balance:
\$952.79

* Invoice to be paid by:
Bank Account

Recurring Service Detail

Service Period	Charge Description	Location Address	Equipment	Sub Total
06/01/2026 - 06/30/2026	Monthly Hauling - Trash	14530 E Cherry Lake Dr	8 Yd Front Load	\$952.79
			Recurring Total	\$952.79



HANCOCK
WHITNEY

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

CREDIT CARD CENTER
P. O. BOX 96601
CHARLOTTE, NC 28296-0601

BARTRAM SPRINGS CDD
CORPORATE ACCOUNT
ATTN BERNADETTE PEREGRINO
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

RETURN
TO:

** 0000001

ACCOUNT NUM.

PAYMENT DUE 05-22-26

AMOUNT DUE

NEW BALANCE \$8,326.13

MIN. PAYMENT or \$8,326.13

AMOUNT
ENCLOSED \$

Issued by Hancock Whitney Bank
Please make check Payable to
Credit Card Center

Detach here

To assure proper credit please return upper portion with remittance

CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER

4485-XXXX-XXXX-5900

FINANCE CHARGE SUMMARY

	AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	CORRESPONDING ANNUAL PERCENTAGE RATE	PERIODIC FINANCE CHARGE
PURCHASES	\$0.00	1.708%	20.490%	\$0.00
CASH ADVANCES	\$0.00	1.708%	20.490%	\$0.00
ANNUAL PERCENTAGE RATE (this billing cycle)				20.49%
PERIODIC RATES MAY VARY.				

CLOSING DATE PAYMENT DUE DATE CREDIT LIMIT AVAILABLE CREDIT	04-27-26	PREVIOUS BALANCE	6,866.61
	05-22-26	NEW PURCHASES AND OTHER CHARGES	8,766.93
	15,000	NEW CASH ADVANCES	.00
	6,674	CREDITS	440.80
FOR CUSTOMER SERVICE CALL: Toll Free 1-800-448-8812		PAYMENTS	6,866.61-
		LATE PAYMENT CHARGES	.00
		FINANCE CHARGES	.00
		NEW BALANCE	8,326.13
SEND BILLING INQUIRIES TO: CREDIT CARD CENTER PO BOX 61750 NEW ORLEANS LA 70161-1750		TOTAL PAYMENT DUE	8,326.13
		DISPUTED AMOUNT	.00
To assure proper credit return upper portion with remittance. See reverse side for important information.		Grace Period: To avoid an additional Finance Charge on Purchases pay entire New Balance by Payment Due Date. Finance charge accrues on Cash Advances daily until paid and will be billed in your next Statement.	

Payments received anywhere other than the RETURN TO address on the face of this statement may be subject to a delay in crediting of up to 5 days after the date of receipt.

If your address or phone number has changed, please call us at 1-800-448-8812, mail us this request in writing to Credit Card Center, PO Box 61750, New Orleans, LA 70161-1750, or if it's more convenient for you, please visit your nearest Hancock Whitney Financial Center, so we can update your contact information.

▼ Detach here and return above portion with your remittance. After detaching, retain lower portion for your future reference

IMPORTANT INFORMATION

The method of determining the balances upon which a Finance Charge is imposed:

We calculate the Finance Charge on the Account by applying the Monthly Periodic Rate to each of the "average daily balances" of Cash Advances and Purchases (including current transactions).

(a) Average Daily Balance of Cash Advances (including new Cash Advances). To get the "average daily balance" of Cash Advances, we take the beginning balance of your Account each day, including unpaid Finance Charges on Cash Advances, but excluding any other unpaid fees or charges and outstanding Purchases, we add any new Cash Advances transacted that day and subtract payments and credits posted to the Cash Advance balance as of that day. This gives us the daily balance for Cash Advances. Then we add all of these daily balances for the Billing Cycle together and divide the total by the number of days in the Billing Cycle. This gives us the "average daily balance" of Cash Advances.

(b) Average Daily Balance of Purchases (including new Purchases). To get the "average daily balance" of Purchases, we take the beginning balance of your Account each day, including unpaid Finance Charges on Purchases, but excluding any other unpaid fees or charges and outstanding Cash Advances, we add any new Purchases transacted that day and subtract payments and credits posted to the Purchases balance as of that day. This gives us the daily balance for Purchases. Then we add all of these daily balances for the Billing Cycle together and divide the total by the number of days in the Billing Cycle. This gives us the "average daily balance" of Purchases. If the New Balance on the Account's previous monthly billing statement was zero or was paid in full within 25 days after the Closing Date, the "average daily balance" of Purchases will be considered zero.



ACCT. NUMBER: 4485-XXXX-XXXX-5900

CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	8,326.13	MINIMUM PAYMENT DUE	8,326.13
AVAILABLE CREDIT	6,673.87	PAYMENT DUE DATE	05-22-26

CORPORATE ACCOUNT ACTIVITY

BARTRAM SPRINGS COMMUNITY
4485-XXXX-XXXX-5900

TOTAL CORPORATE ACTIVITY
\$6,866.61 CR

Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
04-14	04-14	74270846104610400001181	0000	PAYMENT RECEIVED – THANK YOU	6,866.61 PY

INDIVIDUAL CARDHOLDER ACTIVITY

DANELLE DEMARCO 4485-XXXX-XXXX-0420	CREDITS \$0.00	PURCHASES \$1,824.36	CASH ADV \$0.00	TOTAL ACTIVITY \$1,824.36
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Post Date	Trans Date	Reference Number	MCC	Transaction Description	Amount
03-30	03-27	24445006087001045836040	5331	DOLLARTREE ST JOHNS FL	12.84
03-30	03-27	24055236086694834820079	5310	WALMART.COM 800-925-6278 AR	40.94
03-30	03-28	24692166087100538743770	5814	SQ *THE WINDY CITY ON WHE SAINT AUGUSTI FL	51.60
03-30	03-27	24455016086141002026438	5411	WAL-MART #0928 ST JOHNS FL	99.33
03-31	03-30	24692166089102423002047	7991	SQ *SIGN GYPSIES ST JOHNS GOSQ.COM FL	94.95
04-01	03-31	24692166090102828990371	5942	AMAZON MKTPL*BG5EW5O40 AMZN.COM/BILL WA	13.50
04-01	03-31	24692166090102842297522	5942	AMAZON MKTPL*BG7EH1OM0 AMZN.COM/BILL WA	29.95
04-01	04-01	24692166091100731864112	5942	AMAZON MKTPL*BC67D2U22 AMZN.COM/BILL WA	94.55
04-02	04-01	24692166091101049977174	5942	AMAZON MKTPL*BC2J38I42 AMZN.COM/BILL WA	80.83
04-02	04-02	24692166092101664203061	5942	AMAZON MKTPL*BG0K000J0 AMZN.COM/BILL WA	82.53
04-02	04-02	24692166092101596643400	5942	AMAZON MKTPL*BG6RJ70O0 AMZN.COM/BILL WA	84.99
04-02	04-01	24906416091254175816749	5968	CCI*CONSTANT-CONTACT 855-2295506 MA	104.80
04-02	04-01	24692166091101448341279	5942	AMAZON MKTPL*BC4N53YM2 AMZN.COM/BILL WA	213.47
04-03	04-02	24692166092102383719577	5942	AMAZON MKTPL*BG1615VK0 AMZN.COM/BILL WA	9.98
04-03	04-02	24692166092102040743671	5942	AMAZON MKTPL*B71S55FH2 AMZN.COM/BILL WA	27.00
04-03	04-02	24692166092102044091671	5942	AMAZON MKTPL*BG01L6DP1 AMZN.COM/BILL WA	27.00
04-06	04-05	24906416095254601195672	5045	SSP*COURTRESERVE 844-4073737 FL	99.00
04-08	04-08	24692166098107164815720	5942	AMAZON.COM*BC1WM0BM1 AMZN.COM/BILL WA	26.50
04-09	04-09	24692166099404812057436	5942	AMAZON MKTPL*BC0CX2XL0 AMZN.COM/BILL WA	8.98
04-10	04-09	24692166099404947226633	5942	AMAZON.COM*BC0VA0X80 AMZN.COM/BILL WA	34.85
04-13	04-11	24692166101406775519969	5942	AMAZON MKTPL*BC7T06SX0 AMZN.COM/BILL WA	13.98
04-15	04-14	24801976104715568054738	7338	FASTSIGNS 904-443-7446 FL	166.71
04-16	04-15	24692166105400423183019	5942	AMAZON MKTPL*BS8VV3FE2 AMZN.COM/BILL WA	15.48
04-16	04-15	24692166105400827402247	5942	AMAZON MKTPL*B742X4100 AMZN.COM/BILL WA	49.99
04-17	04-16	24011346106100156852720	7333	CANVA* I04853-52494341 CANVA.COM TX	15.00
04-17	04-16	24692166106401466032831	5942	AMAZON MKTPL*B72U70V80 AMZN.COM/BILL WA	27.97
04-17	04-17	24692166107402205649272	5942	AMAZON MKTPL*BY8XG7OU1 AMZN.COM/BILL WA	48.57
04-20	04-18	24692166108403590169826	5942	AMAZON MKTPL*BS1YT5HL2 AMZN.COM/BILL WA	14.88
04-20	04-17	24445006108500732796354	5814	LITTLE CAESARS 3888-0001 SAINT JOHNS FL	74.90
04-20	04-18	24692166108403399710002	5942	AMAZON.COM*BS4T825J2 AMZN.COM/BILL WA	78.89
04-23	04-23	24692166113407843353155	5942	AMAZON.COM*BY5653M60 AMZN.COM/BILL WA	16.22
04-23	04-22	24692166112407019804669	5942	AMAZON MKTPL*BY3Z291X0 AMZN.COM/BILL WA	19.27
04-24	04-23	24692166113408079502671	5942	AMAZON.COM*BY3CZ25I0 AMZN.COM/BILL WA	44.91

ACCT. NUMBER: 4485-XXXX-XXXX-5900			
CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	8,326.13	MINIMUM PAYMENT DUE	8,326.13
AVAILABLE CREDIT	6,673.87	PAYMENT DUE DATE	05-22-26

INDIVIDUAL CARDHOLDER ACTIVITY						
ANDREAS ANTONOPOULOS		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY	
4485-XXXX-XXXX-5227		\$440.80	\$6,942.57	\$0.00	\$6,501.77	
Post Date	Tran Date	Reference Number	MCC	Transaction Description	Amount	
03-30	03-26	24943016086010207144652	5200	THE HOME DEPOT #1324 ST. JOHNS FL	32.87	
04-01	03-31	24692166090100012482965	5942	AMAZON MKTPL*BC9SP6DT2 AMZN.COM/BILL WA	8.49	
04-02	04-02	24692166092101706859581	5942	AMAZON MKTPL*BG1OD01G0 AMZN.COM/BILL WA	8.49	
04-02	04-02	24692166092101689081955	5942	AMAZON MKTPL*BG62D4QR1 AMZN.COM/BILL WA	39.97	
04-03	04-01	24943016092010203190099	5200	THE HOME DEPOT #1324 ST. JOHNS FL	237.55	
04-06	04-02	24943016093010204775194	5200	THE HOME DEPOT #1324 ST. JOHNS FL	136.71	
04-09	04-08	24692166098107918147610	5942	AMAZON MKTPL*BC5I62S71 AMZN.COM/BILL WA	167.89	
04-09	04-08	24692166098107629080894	5942	AMAZON MKTPL*BC2K45EA0 AMZN.COM/BILL WA	300.00	
04-09	04-08	24435656098172068064447	5200	FERGUSON HOME 800-638-8875 CA	438.00	
04-13	04-09	24943016100010208164701	5200	THE HOME DEPOT #1324 ST. JOHNS FL	33.86	
04-15	04-15	24692166105400286297864	5942	AMAZON MKTPL*B73WW2D61 AMZN.COM/BILL WA	48.60	
04-15	04-14	24492166105100007300045	5996	SP POOLWEB COM POOLWEB.COM ME	2,988.84	
04-16	04-14	24744556105586100032352	5996	RECREATION SUPPLY COMPANY 701-2224860 ND	176.96	
04-16	04-15	24692166105400536648080	5942	AMAZON MKTPL*BS7483FY2 AMZN.COM/BILL WA	191.98	
04-16	04-15	24793386105002283209090	5231	SHERWIN-WILLIAMS702424 SAINT JOHNS FL	252.25	
04-16	04-15	24064666106100003662832	5699	SP SWIMOUTLET.COM SWIMOUTLET.CO CA	865.02	
04-17	04-16	24692166106401670198246	5942	AMAZON MKTPL*B778Z2RR1 AMZN.COM/BILL WA	18.98	
04-17	04-16	24692166106401350093451	5942	AMAZON.COM*B72H56X70 AMZN.COM/BILL WA	23.18	
04-17	04-17	24692166107402137948826	5942	AMAZON MKTPL*BY76E1OI1 AMZN.COM/BILL WA	35.92	
04-20	04-15	74793386109002446582095	5231	SHERWIN-WILLIAMS702424 SAINT JOHNS FL	268.65CR	
04-20	04-16	24943016107010189252320	5200	HOMEDEPOT.COM 800-430-3376 GA	58.19	
04-20	04-17	24943016108010209517586	5200	THE HOME DEPOT #1324 ST. JOHNS FL	142.01	
04-23	04-21	24943016112010205324429	5200	THE HOME DEPOT #1324 ST. JOHNS FL	26.06	
04-23	04-22	24692166112407289706925	5942	AMAZON MKTPL*BJ6BO2ZN2 AMZN.COM/BILL WA	63.37	
04-23	04-23	24692166113407727733258	5942	AMAZON MKTPL*BJ3RG6302 AMZN.COM/BILL WA	81.00	
04-23	04-22	24692166112407290049307	5942	AMAZON MKTPL*BY2IA1PC0 AMZN.COM/BILL WA	114.91	
04-24	04-22	74943016113010205386687	5200	THE HOME DEPOT #1324 ST. JOHNS FL	23.24CR	
04-24	04-22	74943016113010205386679	5200	THE HOME DEPOT #1324 ST. JOHNS FL	58.19CR	
04-24	04-22	74943016113010205386695	5200	THE HOME DEPOT #1324 ST. JOHNS FL	90.72CR	
04-24	04-22	24943016113010205392516	5200	THE HOME DEPOT #1324 ST. JOHNS FL	157.88	
04-27	04-25	24692166115409790529835	5942	AMAZON MKTPL*BS1UG1PN1 AMZN.COM/BILL WA	9.90	
04-27	04-24	24943016115010208327434	5200	THE HOME DEPOT #1324 ST. JOHNS FL	21.96	
04-27	04-23	24943016114010208297364	5200	THE HOME DEPOT #1324 ST. JOHNS FL	22.11	
04-27	04-24	24943016115010208319993	5200	THE HOME DEPOT #1324 ST. JOHNS FL	47.64	
04-27	04-25	24692166115409929272315	5942	AMAZON MKTPL*BY9K637Z0 AMZN.COM/BILL WA	191.98	

Bartram Springs Credit Card Statement							May-26	Andy Antonopoulos
Tran Date	VENDOR	Amount	CODE				CODE NAME	Detail of Items Purchased
03-26	THE HOME DEPOT	\$32.87	1	330	57200	46000	REPAIR & MAINTENANCE	5/4x6-12FT PRIMED FJS4S BOARD, CORNER DBLWIDE_1.5"ZINC 2PK
03-31	AMAZON	\$8.49	1	330	57200	46000	REPAIR & MAINTENANCE	MAGNA LATCH REPLACEMENT KEYS
04-02	AMAZON	\$8.49	1	330	57200	46000	REPAIR & MAINTENANCE	MAGNA LATCH REPLACEMENT KEYS
04-02	AMAZON	\$39.97	1	330	57200	46000	REPAIR & MAINTENANCE	POOL SKIMMER NET
04-01	THE HOME DEPOT	\$237.55	1	330	57200	46000	REPAIR & MAINTENANCE	1X4-8FT STRIP 46. R13KF 15"X32" KRAFT FACED ROLE X3
04-02	THE HOME DEPOT	\$136.71	1	330	57200	46000	REPAIR & MAINTENANCE	R30 KRAFT FACED 16X48, 3M 9205 NON-VALVE RESPIRATOR, STAPLE
04-08	AMAZON	\$167.89	1	330	57200	46000	REPAIR & MAINTENANCE	HP 952 INK CARTRIDGE (BLK-XL + CMY)
04-08	AMAZON	\$300.00	1	330	57200	46000	REPAIR & MAINTENANCE	FARMLAST MILK CRATE 16 qt 6 PACK VARIETY PACK
04-08	FERGUSON HOME	\$438.00	1	330	57200	46000	REPAIR & MAINTENANCE	MINKA SUNDANCE 42' 5 BLADE INDOOR/OUTDOOR CEILING FAN
04-09	THE HOME DEPOT	\$33.86	1	330	57200	46000	REPAIR & MAINTENANCE	BRASS68 KEY SCHLAGE,3/8"X4 #3 REBAR GOLD
04-15	AMAZON	\$48.60	1	330	57200	46000	REPAIR & MAINTENANCE	LIQUID HAND SOAPREFILL
04-14	POOLWEB.COM	\$2,988.84	1	330	57200	46000	REPAIR & MAINTENANCE	LEGACY PLATFORM STEPS REPLACEMENTS
04-14	RECREATION SUPPLY	\$176.96	1	330	57200	46000	REPAIR & MAINTENANCE	PARAGON HAND GRIP STARTING PLATFORM
04-15	AMAZON	\$191.98	1	330	57200	46000	REPAIR & MAINTENANCE	FRESHNAPS WET WIPES BULK
04-15	SHERWIN-WILLIAMS	\$252.25	1	330	57200	46000	REPAIR & MAINTENANCE	5 GALLON PAINT
04-15	SWIMOUTLET.COM	\$865.02	1	330	57200	46000	REPAIR & MAINTENANCE	SPECTRUM STARTING BLOCK HARD COVERS
04-16	AMAZON	\$18.98	1	330	57200	46000	REPAIR & MAINTENANCE	MAGNA LATCH REPLACEMENT KEYS
04-16	AMAZON	\$23.18	1	330	57200	46000	REPAIR & MAINTENANCE	BASIC FILE JACKETS
04-17	AMAZON	\$35.92	1	330	57200	46000	REPAIR & MAINTENANCE	DISPOSABLE NITRLE GLOVES
04-16	SHERWIN-WILLIAMS	\$268.65	1	330	57200	46000	REPAIR & MAINTENANCE	CREDIT TAX FOR 5 GALLON RETURNED
04-16	THE HOME DEPOT	\$58.19	1	330	57200	46000	REPAIR & MAINTENANCE	BATTERIES FOR POOL ADA CHAIRS
04-17	THE HOME DEPOT	\$142.01	1	330	57200	46000	REPAIR & MAINTENANCE	HUSKY CONTRACTORS BAG, POOL COMBO LOCK, 20 BAGS MULCH
04-21	THE HOME DEPOT	\$26.06	1	330	57200	46000	REPAIR & MAINTENANCE	2X2 DRYWALL 10 PACK SS CLAMP
04-22	AMAZON	\$63.37	1	330	57200	46000	REPAIR & MAINTENANCE	SCOTT PROFESSIONAL FOAM SOAP WITH MOISTURIZERS
04-23	AMAZON	\$81.00	1	330	57200	46000	REPAIR & MAINTENANCE	SCOTT PROFESSIONAL PRO HARD ROLL PAPER TOWEL
04-22	AMAZON	\$114.91	1	330	57200	46000	REPAIR & MAINTENANCE	CONTRACTOR BAGS AND LYSOL WIPES
04-22	THE HOME DEPOT	\$23.24	1	330	57200	46000	REPAIR & MAINTENANCE	DWV DRAINS
04-23	THE HOME DEPOT	\$58.19	1	330	57200	46000	REPAIR & MAINTENANCE	BATTERIES FOR POOL ADA CHAIRS
04-22	THE HOME DEPOT	\$90.72	1	330	57200	46000	REPAIR & MAINTENANCE	PORCELAIN FLOOR AND WALL TILE
04-22	THE HOME DEPOT	\$157.88	1	330	57200	46000	REPAIR & MAINTENANCE	BATTERIES FOR POOL ADA CHAIRS
04-25	AMAZON	\$9.90	1	330	57200	46000	REPAIR & MAINTENANCE	CERAMIC FUSES SLOW BLOW
04-24	THE HOME DEPOT	\$21.96	1	330	57200	46000	REPAIR & MAINTENANCE	FUSE ELECTRONIC SA
04-23	THE HOME DEPOT	\$22.11	1	330	57200	46000	REPAIR & MAINTENANCE	WD 40 CONTACT EZ REACH
04-24	THE HOME DEPOT	\$47.64	1	330	57200	46000	REPAIR & MAINTENANCE	JOINTTAPE, BLANK WALL PLATE,EZ SAND 20 MIN,
04-25	AMAZON	\$191.98	1	330	57200	46000	REPAIR & MAINTENANCE	FRESHNAPS WET WIPES BULK
	TOTAL	6,501.77						

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00054 41662 03/26/26 08:16 AM
SALE CASHIER HILLARY

7809543805034 5/4X6X12 S4S <A> 27.73N
5/4X6-12FT PRIMED FJ S4S BOARD
030699336654 CORNER BRACE <A>
BRACE, CORNER_DBLWIDE_1.5"_ZINC_2PK
2@2.57 5.14N

#32.87

	SUBTOTAL	32.87
	TAX + PIF	0.00
TAX EXEMPT		
	TOTAL	\$32.87
XXXXXXXXXXXX5227 VISA		
	USD\$	32.87
AUTH CODE 01700S/1544483		TA
AUTH MODE - ISSUER		
Contactless		
AID A000000031010	VISA CREDIT	

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 03/25: \$3,338.52

Get the CREDIT LINE your business needs
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Learn more at [homedepot.com/credit](https://www.homedepot.com/credit)

1324 03/26/26 08:16 AM
1324 54 41662 03/26/2026 5346

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	06/24/2026

Order Summary

Order placed March 30, 2026 Order # 112-1618339-7088245

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$16.98 Shipping & Handling: \$0.00 Total before tax: \$16.98 Estimated tax to be collected: \$0.00 Grand Total: \$16.98 Refund Total \$8.49

Return started

Your refund will be processed when we receive your item.



Alsoyixia 6Pcs 62462 Magna Latch Replacement Keys, for Yard and Garden
Swimming Pool Gate Safety Latch
Sold by: aisikj
\$8.49

\$ 8.49

Return complete

Your return is complete. Your refund has been issued.

[When will I get my refund?](#)



Alsoyixia 6Pcs 62462 Magna Latch Replacement Keys, for Yard and Garden
Swimming Pool Gate Safety Latch
Sold by: aisikj
\$8.49

\$ 8.49

[Back to top](#)

Order Summary

Order placed March 31, 2026 Order # 112-6187703-7126641

Ship to	Payment method	Order Summary	
GMS	Visa ending in 5227	Item(s) Subtotal:	\$39.97
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling:	\$0.00
JACKSONVILLE, FL 32258-5133		Total before tax:	\$39.97
United States		Estimated tax to be collected:	\$0.00
		Grand Total:	\$39.97

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Pool Skimmer Net, Heavy Duty Leaf Rake Cleaning Tool, Fine Mesh Net Bag Catcher
Blue
Sold by: Stargoods Inc.
Return window closed on May 4, 2026
\$39.97

\$39.97

[Back to top](#)

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00002 90601 04/01/26 07:53 AM
SALE CASHIER TINA

621241104083 SUPR STRIP <A>
1X4-8FT STRIP
46@3.34 153.64N
042919922080 R13 KF 15X32 <A>
R13 KF 15"X32' KRAFT FACED ROLL
3@27.97 83.91N

SUBTOTAL 237.55
TAX + PIF 0.00
TAX EXEMPT
TOTAL \$237.55
XXXXXXXXXXXX5227 VISA
USD\$ 237.55
AUTH CODE 082235/5020537 TA
AUTH MODE - ISSUER
Contactless
AID A000000031010 VISA CREDIT

\$ 237.55

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: SAUNAS

2026 PRO XTRA SPEND 03/31: \$3,371.39

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Credit Card. Apply and SAVE UP TO \$100.
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1324 04/01/26 07:53 AM

1324 02 90601 04/01/2026 0178

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
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THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	06/30/2026

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00002 92920 04/02/26 08:29 AM
SALE CASHIER APRIL

042919920581 R30 KF 16X48 <A> 87.77N
R30 KRAFT FACED 16"X48" BATT
638060858004 AURA PARTICU <A> 43.97N
3M 9205 NON-VALVE RESPIRATOR, 20PK
079055500384 STAPLES <A> 4.97N
ARROW 3/8" T50 STAPLES 1250PK

SUBTOTAL 136.71
TAX + PIF 0.00
TAX EXEMPT
TOTAL \$136.71
XXXXXXXXXXXX5227 VISA
USD\$ 136.71
AUTH CODE 026825/4020659 TA
AUTH MODE - ISSUER
Contactless
AID A0000000031010 VISA CREDIT

\$136.71

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: SAUNNA

2026 PRO XTRA SPEND 04/01: \$3,608.94

Get the CREDIT LINE your business needs
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Credit Card. Apply and SAVE UP TO \$100.
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1324 04/02/26 08:29 AM

1324 02 92920 04/02/2026 5137

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/01/2026

Order Summary

Order placed April 8, 2026 Order # 114-4688414-6149829

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$167.89 Shipping & Handling: \$0.00 Total before tax: \$167.89 Estimated tax to be collected: \$0.00 Grand Total: \$167.89

Delivered April 9

Your package was left near the front door or porch.



HP 952 Ink Cartridge (Black XL + CMY)
Sold by: [HiTouch Business Services a BU of Staples](#)
Return window closed on May 9, 2026
\$167.89

\$167.89

[Back to top](#)

Order Summary

Order placed April 8, 2026 Order # 114-3823439-3347459

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$300.00 Shipping & Handling: \$0.00 Total before tax: \$300.00 Estimated tax to be collected: \$0.00 Grand Total: \$300.00



Delivered April 14

Farmplast Milk Crate 16qt 6-Pack Variety Pack

Sold by: MILK CRATES DIRECT

Supplied by: Other

Return window closed on May 15, 2026

\$60.00

\$ 300.00

[Back to top](#)

Order #94502862

Status: Order Received

Placed On: 04/07/2026

Project: Ceiling Fan

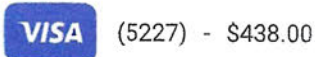
Shipping

Andreas Antonopoulos
Bartram Spring CDD
14530 E Cherry Lake Dr
Jacksonville, FL 32258
(904) 803-2763

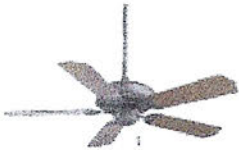
Standard Delivery

Payment

Andreas Antonopoulos
Governmental Management Services
475 West Town Place
Suite 114
Jacksonville, FL 32258
(904) 803-2763



\$ 438.00



MinkaAire Sundance 42" 5 Blade Indoor / Outdoor Ceiling Fan...

\$438.00

Model: F572-ORB

Color/Finish: Oil Rubbed Bronze

\$219.00 (Qty. 2)

Subtotal:	\$438.00
Shipping:	\$0.00
Tax:	\$0.00
Grand Total	\$438.00

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00053 62157 04/09/26 03:38 PM
SALE CASHIER WAYNEISHA

736511500684 68SCHLAGEKEY <A>
BRASS 68 KEY SCHLAGE
2@4.97 9.94N
0000-783-112 3/8X4 REBAR <A>
3/8"X4' #3 REBAR GOLD
4@5.98 23.92N
SUBTOTAL 33.86
TAX + PIF 0.00
TAX EXEMPT
TOTAL \$33.86
XXXXXXXXXXXX5227 VISA
USD\$ 33.86
AUTH CODE 001985/7532575 TA
AUTH MODE - ISSUER
Contactless
AID A0000000031010 VISA CREDIT

\$ 33.86

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 04/08: \$3,745.65

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Credit Card. Apply and SAVE UP TO \$100.
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1324 04/09/26 03:38 PM

1324 53 62157 04/09/2026 0790

PIF NOTICE

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PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
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ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/08/2026

Order Summary

Order placed April 14, 2026 Order # 112-3276297-0820219

Ship to	Payment method	Order Summary	
GMS	Visa ending in 5227	Item(s) Subtotal:	\$48.60
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling:	\$0.00
JACKSONVILLE, FL 32258-5133		Total before tax:	\$48.60
United States		Estimated tax to be collected:	\$0.00
		Grand Total:	\$48.60

Delivered April 15

Signed by: L DUHAN



2

Softsoap Liquid Hand Soap Refill, Soothing Clean, Aloe Vera Fresh Scent - 1 gallon
Sold by: MyOfficeInnovations/Staples, Inc.
Supplied by: Other
Return window closed on May 15, 2026
\$24.30

[Back to top](#)

~~\$~~ 48.60



Outlook

Order 13933237329 confirmed

From Poolweb <store+33128579210@t.shopifyemail.com>

Date Tue 4/14/2026 3:52 PM

To aantonopoulos@gmsnf.com <aantonopoulos@gmsnf.com>



ORDER 13933237329

Thank you for your purchase!

We're getting your order ready to be shipped. We will notify you when it has been sent.

At Poolweb, we want to ensure that your purchase remains in excellent condition for years to come. That's why we'd like to offer you the opportunity to protect your investment now with an extended warranty. **Protect your purchase!**

[View your order](#)

or [Visit our store](#)

\$ 2988.84

Order summary



Legacy Platform Step Replacement - 8 x 12
Inches x 6

\$2,988.84

Subtotal

\$2,988.84

Shipping **\$0.00**

Taxes **\$0.00**

Total **\$2,988.84 USD**

Customer information

Shipping address

Andreas Antonopoulos
Governmental Management Services
14530 Cherry Lake Dr E
Jacksonville FL 32258
United States

Billing address

Andreas Antonopoulos
Bartram Springs CDD
475 West Town Place
Suite 114
St Augustine FL 32092
United States

Shipping method

Standard

If you have any questions, reply to this email or contact us at helpdesk@poolweb.com

Order : W40857 - Your RecSupply.com order is confirmed.

From RecSupply <orders@recsupply.com>

Date Tue 4/14/2026 3:16 PM

To AAntonopoulos@gmsnf.com <AAntonopoulos@gmsnf.com>



Tuesday, April 14, 2026 : 3:16 PM

Hello Andreas Antonopoulos,

This email is to confirm your order at <https://www.recsupply.com/>

Your web reference number is **W40857**

Billing Address

Andreas Antonopoulos
Bartram Springs CDD
475 West Town Place Suite 114
St Augustine, Florida, United States
32092
Phone : (904) 803-2763

Shipping Address

Andreas Antonopoulos
Bartram Springs CDD
14530 Cherry Lake Dr E
Jacksonville, Florida, United States
32258
Phone : (904) 803-2763

Shipping Method

Title:

Standard Shipping (Orders over \$100 ship free!)

[Details](#)

Order Information

Purchase Order Number :

None

Shipping Instructions :

None



NEXT PAGE

Description	Qty	Price	Subtotal
 <u>Paragon 22611PR Hand Grip for Paragon Starting Platform</u> Product code : HP2261110	12	\$15.58 /EA	\$186.96

Coupons

 online26 - SAVE \$10 ON ANY ORDER OF \$50 OR MORE!	Expires Friday, May 1, 2026 Applicable	-\$10.00
---	--	-----------------

Subtotal : \$176.96
 Shipping : \$0.00
 Total : **USD \$176.96**

Payment Methods

\$ 176.96

Credit Card : \$176.96 [Details](#)

Amount to pay with the credit card	Credit card 
\$176.96	Visa
Card number	Name displayed on the credit card
*****5227	Andreas Antonopoulos

RecSupply. <https://www.recsupply.com/>.

Remittance address for payment of Net 30 orders:

RecSupply
 PO Box 2757
 Bismarck, ND 58502-2757

Please note: In order to offer free shipping, we may choose the most economical of FedEx, UPS or US Postal Service to ship your order. If your address cannot accept shipments from any of these carriers, please advise us immediately.

If your order included items that qualify for free shipping and ship by truck, you will be responsible for the cost of any additional premium service fees that may apply, such as limited access, residential delivery, military base delivery, lift gate, inside delivery, etc. See our [Terms and Conditions](#) for more details.

You will not see tracking numbers for items that ship directly from the manufacturer in your account, nor will you receive emailed tracking or shipping confirmations for these items. Please contact us with any tracking or status questions regarding these items.

Order Summary

Order placed April 14, 2026 Order # 112-5578173-7881039

Ship to	Payment method	Order Summary	
GMS	Visa ending in 5227	Item(s) Subtotal:	\$191.98
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling:	\$0.00
JACKSONVILLE, FL 32258-5133		Total before tax:	\$191.98
United States		Estimated tax to be collected:	\$0.00
		Grand Total:	\$191.98

Delivered April 24



2

Freshnaps Wet Wipes Bulk - 4 x 800 Count Refill Bags (3200 Commercial Disposable Wipes) Value Pack - For Upward Pull Dispenser Ideal For Public Use
Sold by: ReCharger Inc
Supplied by: Other
Return window closed on May 17, 2026
\$95.99

\$191.98

[Back to top](#)

THE SHERWIN-WILLIAMS CO.
3065 COUNTY RD 210 W
SAINT JOHNS FL 32259 2016



SHERWIN-WILLIAMS.

Visit www.sherwin-williams.com
Store 702424
(904) 230-9208
Fax: (904) 230-9254

**CASH
INVOICE**

No. 40240145280426

ACCOUNT: 6045-0354-0

JOB 2 BATRAM SPRINGS COMMUNITY DEVELOPMENT

TRC# 1329428

PAGE 1 OF 1

PO# BARTRAM SPRINGS CDD

RIVERSIDE MANAGEMENT SERVICES
SUITE 208
50 ELLIS ST
ST AUGUSTINE FL 32095 9094

DATE: 04/15/2026

TIME: 11:56 AM

2-R868

E58/14528

(904) 759-8890

Purchases are subject to Sherwin-Williams Terms and Conditions of Sale located at Sherwin-williams.com/terms-and-conditions

SALES NUMBER	SIZE	PRODUCT	DESCRIPTION	QTY	PRICE	VALUE
6508-27223	5 GAL	B66W1151	PI DTM SG EXTRA	5	50.45	252.25N

Thank You
receipt required for refund

STORE HOURS
SUNDAY: 10:00 AM - 4:00 PM
MONDAY - FRIDAY: 6:00 AM - 6:00 PM
SATURDAY: 8:00 AM - 5:00 PM

SUBTOTAL BEFORE TAX 252.25
6.500% SALES TAX:1-103209500 0.00
TOTAL \$252.25
VISA (VISA CREDIT) -252.25
C/C# XXXX-XXXX-XXXX-5227
Auth # 09224S
Contactless
AID:A0000000031010

\$ 252.25

Your Order Confirmation

From SwimOutlet <shop@e.swimoutlet.com>

Date Wed 4/15/2026 3:49 PM

To aantonopoulos@gmsnf.com <aantonopoulos@gmsnf.com>

View this email in your browser



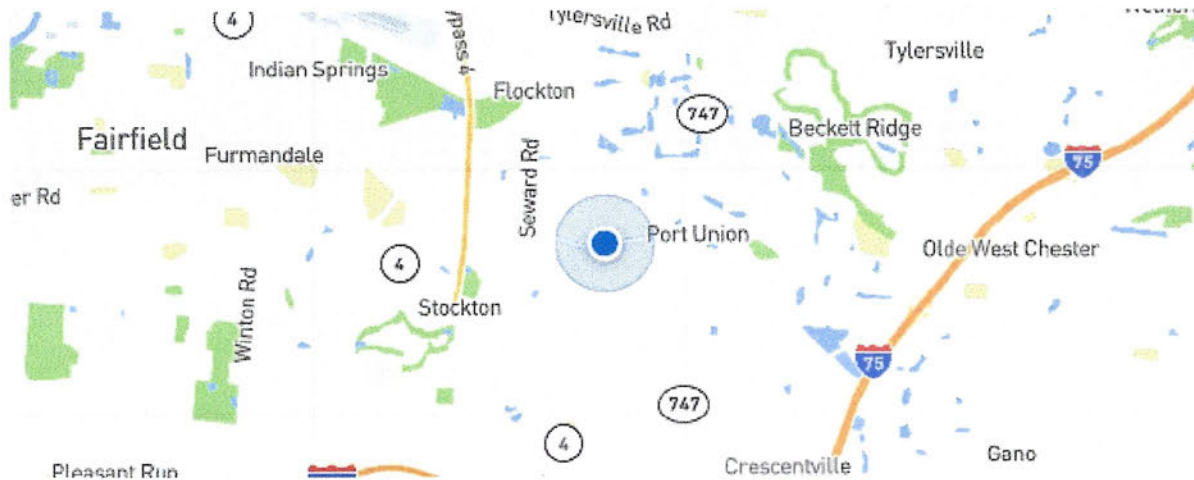
WOMEN'S MEN'S KIDS' NEW SALE

Thanks for shopping with us!

Your order number is **SO19250094** and was placed on
04/15/26 at 12:47 PM.

PAGE 1/3

Order is being processed



Get shipping updates

We'll keep you posted when your order is shipped, delivered, or delayed.

TURN ON UPDATES

PAGE 2/3

Ship to:

Andreas Antonopoulos
14530 Cherry Lake Dr E
Jacksonville, FL 32258
United States
+19048032763
aantonopoulos@gmsnf.com

Payment:

Visa

Shipping:

Standard Dropship Shipping

ORDER SUMMARY



Spectrum Starting Block Hard Cover

White Qty: 2

\$822.00

Estimated Shipment: Fri, Apr 17

\$ 865.02

SUBTOTAL (2 ITEMS):

\$822.00

TAX:

\$0.00

SHIPPING:

\$43.02

ORDER TOTAL:

\$865.02

Recommended For You



[Recommended Product](#)

PAGE 3/3

Order Summary

Order placed April 15, 2026 Order # 112-9061503-1927415

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$19.98 Shipping & Handling: \$0.00 Exclusive Promotion Applied: -\$1.00 Total before tax: \$18.98 Estimated tax to be collected: \$0.00 Grand Total: \$18.98

Delivered April 17

Your package was delivered. It was handed directly to a resident.



4 Pack 62462 Magna Latch Replacement Keys for Yard, Garden, and Pool Gate
Safety Latches Compatible with D&D MagnaLatch Series 2 (Old Style) & LokkLatch
Downward-Facing Keyhole
Sold by: [xinxinlin](#)
Return window closed on May 18, 2026
\$9.99

\$18.98

Return started

Your refund will be processed when we receive your item.



4 Pack 62462 Magna Latch Replacement Keys for Yard, Garden, and Pool Gate
Safety Latches Compatible with D&D MagnaLatch Series 2 (Old Style) & LokkLatch
Downward-Facing Keyhole
Sold by: [xinxinlin](#)
\$9.99

[Back to top](#)

Order Summary

Order placed April 15, 2026 Order # 112-7249878-3511462

Ship to	Payment method	Order Summary	
GMS	Visa ending in 5227	Item(s) Subtotal:	\$23.18
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling:	\$0.00
JACKSONVILLE, FL 32258-5133		Total before tax:	\$23.18
United States		Estimated tax to be collected:	\$0.00
		Grand Total:	\$23.18

Delivered April 16

Your package was delivered. It was handed directly to a resident.



Amazon Basics File Jackets for Organizing Documents, Reinforced Straight-Cut Tab, Flat-No Expansion, Letter Size, Manila, 100-Pack

Sold by: Amazon.com

Supplied by: Other

Return window closed on May 16, 2026

\$23.18

\$ 23.18

[Back to top](#)

Order Summary

Order placed April 16, 2026 Order # 112-6375292-5701058

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$35.92 Shipping & Handling: \$0.00 Total before tax: \$35.92 Estimated tax to be collected: \$0.00 Grand Total: \$35.92

Delivered April 17

Your package was delivered. It was handed directly to a resident.



Supmedic Disposable Nitrile Gloves, Chemical Resistant, Powder-Free, Latex-Free, Food Safe, Medical Exam Gloves, Black, X-Large, 100 Pcs
Sold by: Supmedic
Return window closed on May 17, 2026
\$8.98

~~\$1~~ 35.92

[Back to top](#)

THE SHERWIN-WILLIAMS CO.
3065 COUNTY RD 210 W
SAINT JOHNS FL 32259 2016



SHERWIN-WILLIAMS.

Visit www.sherwin-williams.com
Store 702424
(904) 230-9208
Fax: (904) 230-9254
JOB 1

**CASH
RETURN**

No. 40232145280426

PAGE 1 OF 1
PO# BALTRAM SPRINGS CDD

DATE: 04/15/2026
TIME: 11:54 AM
2-R868
E58/14528

RIVERSIDE MANAGEMENT SERVICES
SUITE 208
50 ELLIS ST
ST AUGUSTINE FL 32095 9094

Purchases are subject to Sherwin-Williams Terms and Conditions of Sale located at Sherwin-williams.com/terms-and-conditions

SALES NUMBER	SIZE	PRODUCT	DESCRIPTION	QTY	PRICE	VALUE
6508-27223	5 GAL	B66W1151	PI DTM SG EXTRA	5	-50.45	-252.25

ORIGINAL
TERM: 18739
TRAN: 16058
DATE: 02/16/2026
REASON: TAX EXEMPT CERTIFICATE ADDED

Thank You
receipt required for refund

SUBTOTAL BEFORE TAX -252.25
6.500% SALES TAX:1-103209500 -16.40
TOTAL \$-268.65
DUE CUSTOMER
VISA CHRG CREDIT 268.65
C/C# XXXX-XXXX-XXXX-5227
AID:A0000000031010

STORE HOURS
SUNDAY: 10:00 AM - 4:00 PM
MONDAY - FRIDAY: 6:00 AM - 6:00 PM
SATURDAY: 8:00 AM - 5:00 PM

CR - \$268.65

CUSTOMER SIGNATURE

DATE

S-W SIGNATURE



BARTRAM SPRINGS CDD

Order # WN55142947
Invoice Number(s) # 4193690

Ship To Home

Ordered
4/16/2026
Returned
4/22/2026

Item Description	Qty	Unit Price	Discount	Net Unit Price	Pre Tax Amount
12-Volt 5Ah F2 SLA Replacement Battery for Battery Center BC-1250F2 - 4 Pack SKU 1011678723	0	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal					\$58.19
Discount					\$0.00
Shipping					\$0.00
Delivery Charge					\$0.00
Sales Tax					\$0.00
Order Total					\$58.19

\$58.19

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00028 57597 04/17/26 09:11 AM
SALE CASHIER DENNIS

073257005357 HUSKY 50CT <A>
HUSKY 42G CONTRACTOR BAGS 50CT
2@29.97 59.94N
071649274664 HD TSA LOCK <A> 16.67N
ML HD RESET COMBO LUGGAGE LOCK
0000-304-549 CYPRES MULCH <A>
2 CU FT CYPRESS MULCH
20@3.27 65.40N

SUBTOTAL 142.01
TAX + PIF 0.00
TAX EXEMPT
TOTAL \$142.01
XXXXXXXXXXXX5227 VISA
USD\$ 142.01
AUTH CODE 090915/9280883 TA
AUTH MODE - ISSUER
Contactless
AID A0000000031010 VISA CREDIT

\$ 142.01

PRO XTRA MEMBER STATEMENT.

PRO XTRA ###-###-5444 SUMMARY

2026 PRO XTRA SPEND 04/16: \$3,837.70

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Pro Xtra, register, & use your Pro Xtra
Credit Card. Apply and SAVE UP TO \$100.
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1324 04/17/26 09:11 AM
1324 28 57597 04/17/2026 0989

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/16/2026

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00054 83664 04/21/26 12:18 PM
SALE CASHIER HILLARY

081099018473 2X2 DRYWALL <A> 7.58N
1/2"X2'X2' DRYWALL REPAIR PANEL
078575103075 SS CLMP 10PK <A> 18.48N
#020 SS CLAMP 3/4"X1-3/4" DIA 10PK

	SUBTOTAL	26.06
	TAX + PIF	0.00
TAX EXEMPT		
	TOTAL	\$26.06
XXXXXXXXXXXX5227 VISA		
	USD\$	26.06
AUTH CODE 00654S/5541898		TA
AUTH MODE - ISSUER		
Contactless		
AID A0000000031010	VISA CREDIT	

\$ 26.06

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 04/20: \$3,979.71

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1324 04/21/26 12:18 PM
1324 54 83664 04/21/2026 9536

PIF NOTICE
THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 07/20/2026

Order Summary

Order placed April 22, 2026 Order # 113-1063294-9847461

Ship to	Payment method	Order Summary	
GMS	Visa ending in 5227	Item(s) Subtotal:	\$63.37
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling:	\$0.00
JACKSONVILLE, FL 32258-5133		Total before tax:	\$63.37
United States		Estimated tax to be collected:	\$0.00
		Grand Total:	\$63.37

Delivered April 26



Scott Professional Foam Hand Soap with Moisturizers (91552), 1.0 L, Foaming, Pink, Floral Scent, Manual Refills (6 Bottles)
Sold by: Value Point Supply
Supplied by: Other
Return window closed on May 24, 2026
\$63.37

\$ 63.37

[Back to top](#)

Order Summary

Order placed April 22, 2026 Order # 113-4636787-1744237

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$81.00 Shipping & Handling: \$0.00 Total before tax: \$81.00 Estimated tax to be collected: \$0.00 Grand Total: \$81.00

Delivered April 23



Scott Professional Pro Hard Roll Paper Towels, Bulk (43959), Hardwound, Absorbency Pockets, White, for ScottBrand Blue Core Dispensers (6 Rolls at 900' Each, 5,400'/Case)
Sold by: MyOfficeInnovations/Staples, Inc.
Supplied by: Other
Return window closed on May 23, 2026
\$81.00

\$ 81.00

[Back to top](#)

Order Summary

Order placed April 22, 2026 Order # 113-2475321-2921066

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$114.91 Shipping & Handling: \$2.99 Free Shipping: -\$2.99 Total before tax: \$114.91 Estimated tax to be collected: \$0.00 Grand Total: \$114.91

Delivered April 22

Your package was delivered. It was handed directly to a resident.



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple
Return window closed on May 22, 2026
\$49.97



Lysol Disinfecting Wipes Bundle, Home Apartment Dorm Room Essentials and Cleaning Supplies, All Purpose Cleaner, Multi-surface Cleaning Wipes, Multi-Scent Sanitizing Wipes Bundle, 80 Count (4pk)

Sold by: Amazon.com
Supplied by: Other
Return window closed on May 22, 2026
\$14.97

\$ 114.91

Delivered April 22

Your package was delivered. It was handed directly to a resident.



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple
Return window closed on May 22, 2026
\$49.97

[Back to top](#)

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00019 18911 04/22/26 10:36 AM
CASHIER CHERYL
* ORIG REC: 1324 052 85218 03/24/26 TA *

1003-316-838 3-4" DWV DRN
2@-11.62 -23.24N

	SUBTOTAL	-23.24
	TAX + PIF	0.00
	TOTAL	-\$23.24
XXXXXXXXXXXX5227	VISA	-23.24
INVOICE 4193691		TA
AUTH MODE - ISSUER		

CR
- \$ 23.24

REFUND-CUSTOMER COPY

CUSTOMER PRO XTRA ID ###-###-5444
----- PRO XTRA -----
\$23.24 will be removed from your total
qualifying spend in 2026.

PIF NOTICE
THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO FINANCE
PUBLIC IMPROVEMENTS IN THE DISTRICT.
THIS FEE IS NOT A TAX AND IS CHARGED IN
ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

BUY ONLINE PICK-UP IN STORE
AVAILABLE NOW ON HOMEDEPOT.COM.
CONVENIENT, EASY AND MOST ORDERS
READY IN LESS THAN 2 HOURS!



BARTRAM SPRINGS CDD

Order # WN55142947
Invoice Number(s) # 4193690

Ship To Home

Ordered

4/16/2026

Returned

4/22/2026

Item Description

12-Volt 5Ah F2 SLA Replacement Battery for Battery
Center BC-1250F2 - 4 Pack
SKU 1011678723

Net Unit Price

Discount

Unit Price

Qty

Pre Tax Amount

\$0.00

\$0.00

\$0.00

0

\$0.00

Subtotal \$58.19
Discount \$0.00
Shipping \$0.00
Delivery Charge \$0.00
Sales Tax \$0.00
Order Total \$58.19

CR
- \$58.19



BARTRAM SPRINGS CDD

Receipt # 1324-19-1892

Invoice Number(s) # 4193692

PO/Job Name: Saunas

In-Store Purchase

Order Origin: #1324, St Johns

Ordered
4/22/2026

CR
- \$90.72

Item Description	Qty	Unit Price	Discount	Net Unit Price	Pre Tax Amount
Rorington Taupe 12 in. x 24 in. Glazed Porcelain Floor and Wall Tile (17.6 sq. ft. /case)	4	\$-22.68	\$0.00	\$-22.68	\$-90.72
SKU 1007546509					
Subtotal					\$-90.72
Discount					\$0.00
Shipping					\$0.00
Delivery Charge					\$0.00

Sales Tax
Order Total

\$0.00
\$-90.72

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00053 93251 04/22/26 10:44 AM
SALE CASHIER WAYNEISHA

853711008069 BATT 12V7.0A <A>
BATT 12V5.0A
4@39.47 157.88N

SUBTOTAL 157.88
TAX + PIF 0.00

TAX EXEMPT

TOTAL \$157.88

XXXXXXXXXXXX5227 VISA

USD\$ 157.88

AUTH CODE 06993S/4534387 TA

AUTH MODE - ISSUER

Contactless

AID A0000000031010 VISA CREDIT

\$157.88

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 04/21: \$3,833.62

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1324 04/22/26 10:44 AM

1324 53 93251 04/22/2026 0386

PIF NOTICE

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PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
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RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/21/2026

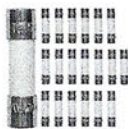
Order Summary

Order placed April 24, 2026 Order # 112-9146211-2860215

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$9.90 Shipping & Handling: \$0.00 Total before tax: \$9.90 Estimated tax to be collected: \$0.00 Grand Total: \$9.90

Delivered April 26

Your package was delivered. It was handed directly to a resident.



YOILNZ(Pack of 20 Pcs) T2.5AH250V Ceramic fuses Slow-Blow
5x20mm/0.2x0.79inch 2.5AMP 250V Ceramic Tube Time-delay Fuses
Sold by: Yoilnz.
Supplied by: Other
Return window closed on May 26, 2026
\$9.90

\$ 9.90

[Back to top](#)

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00052 79740 04/24/26 04:22 PM
SALE CASHIER NATALIYA

051712618199 FUSE 5A <A>
FUSE-ELECTRONIC 5A
2@10.98 21.96N

SUBTOTAL 21.96
TAX + PIF 0.00

TAX EXEMPT

TOTAL \$21.96

XXXXXXXXXXXX5227 VISA

USD\$ 21.96

AUTH CODE 09060S/2522001 TA

AUTH MODE - ISSUER

Contactless

AID A0000000031010 VISA CREDIT

\$ 21.96

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 04/23: \$4,061.25

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1324 04/24/26 04:22 PM

1324 52 79740 04/24/2026 3588

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
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RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/23/2026

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00052 76613 04/23/26 04:01 PM
SALE CASHIER OWEN

079567300557 WD40 SPEC CL <A> 8.48N
WD-40 SPECIALIST CONTACT CLNR 110Z
079567300489 WD40 EZREACH <A> 13.63N
WD-40 EZ-REACH PENETRANT 13.50Z

	SUBTOTAL	22.11
	TAX + PIF	0.00
TAX EXEMPT		
	TOTAL	\$22.11
XXXXXXXXXXXX5227 VISA		
	USD\$	22.11
AUTH CODE 09597S/3521820	TA	
AUTH MODE - ISSUER		
Contactless		
AID A000000031010	VISA CREDIT	

22.11

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 04/22: \$3,991.50

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1324 04/23/26 04:01 PM

1324 52 76613 04/23/2026 3174

PIF NOTICE

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PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
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PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/22/2026

230 DURBIN PAVILION DRIVE
ST. JOHNS, FL 32259 (904)417-4600

1324 00001 64616 04/24/26 11:15 AM
SALE CASHIER CAROLYN

081099000126 75' JOINTAPE <A> 2.98N
75FT ROLL JOINT TAPE-EA (USG)
080083297306 HLB4069FS1EM <A> 26.47N
4IN HLB4 5CCT LUMSEL-ESTAR
078477772997 1G BLNK WH <A> 0.81N
1G WHT PLSTC BLANK WALLPLT
034481188797 OLD 1G LOW <A> 2.48N
CARLON LOW VOLTAGE OLD WORK 1G
081099000294 EZ SAND 20 <A> 14.90N
USG EZ SAND 20MIN 18 LB BAG

SUBTOTAL 47.64
TAX + PIF 0.00
TAX EXEMPT
TOTAL \$47.64

XXXXXXXXXXXX5227 VISA
USD\$ 47.64
AUTH CODE 02244S/2014258 TA
AUTH MODE - ISSUER
Contactless
AID A0000000031010 VISA CREDIT

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-5444 SUMMARY
THIS RECEIPT PO/JOB NAME: MAINTENANCE

2026 PRO XTRA SPEND 04/23: \$4,013.61

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1324 04/24/26 11:15 AM
1324 01 64616 04/24/2026 0844

PIF NOTICE

THE TAX ON YOUR RECEIPT CONTAINS A 0.50%
PUBLIC INFRASTRUCTURE FEE, PAYABLE TO
THE DPI COMMUNITY DEVELOPMENT DISTRICT.
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ADDITION TO SALES TAX. THIS FEE BECOMES
PART OF THE SALES PRICE AND IS SUBJECT
TO SALES TAX.

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	07/23/2026

\$ 47.64

Order Summary

Order placed April 24, 2026 Order # 111-2594453-9806664

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 5227 View related transactions	Item(s) Subtotal: \$191.98 Shipping & Handling: \$0.00 Total before tax: \$191.98 Estimated tax to be collected: \$0.00 Grand Total: \$191.98

Delivered May 5



Freshnaps Wet Wipes Bulk - 4 x 800 Count Refill Bags (3200 Commercial Disposable Wipes) Value Pack - For Upward Pull Dispenser Ideal For Public Use
Sold by: ReCharger Inc
Supplied by: Other
2 Return window closed on May 28, 2026
\$95.99

191.98

[Back to top](#)

Year 2026									
Bartram Springs Credit Card Statement						Danelle DeMarco/April			
<u>Tran Date:</u>	<u>Vendor/Store, etc</u>				<u>Code:</u>		<u>Code Name:</u>	<u>Detail of Items Purchased:</u>	
30-Mar	DOLLARTREE	\$12.84	1	320	57200	49300	SPECIAL EVENTS	Easter golden eggs	
30-Mar	WAL-MART	\$40.94	1	320	57200	49300	SPECIAL EVENTS	Easter	
30-Mar	SQ The Windy City	\$51.60	1	320	57200	49300	SPECIAL EVENTS	Food Truck	
30-Mar	WAL-MART	\$99.33	1	320	57200	49300	SPECIAL EVENTS	Easter treats- cake walk	
31-Mar	SQ Sign Gypsies	\$94.95	1	320	57200	49300	SPECIAL EVENTS	Mothers Day	
1-Apr	AMAZON	\$13.50	1	320	57200	43700	OFFICE SUPPLIES		
1-Apr	AMAZON	\$29.95	1	330	57200	46000	REPAIR & MAINTENANCE	Cpr masks	
1-Apr	AMAZON	\$94.55	1	330	57200	46000	REPAIR & MAINTENANCE	Gym Wipes	
2-Apr	AMAZON	\$80.83	1	330	57200	46000	REPAIR & MAINTENANCE	Toilet paper and swiffer jets	
2-Apr	AMAZON	\$82.53	1	330	57200	46000	REPAIR & MAINTENANCE	Paper Towels	
2-Apr	AMAZON	\$84.99	1	330	57200	46000	REPAIR & MAINTENANCE	Gym Wipes	
2-Apr	Constant Contact	\$104.80	1	320	57200	43700	OFFICE SUPPLIES	Marketing app	
2-Apr	AMAZON	\$213.47	1	330	57200	46000	REPAIR & MAINTENANCE	Janitorial- gloves, trash bags, shop towels	
3-Apr	AMAZON	\$9.98	1	330	57200	46000	REPAIR & MAINTENANCE	janitorial box of gloves	
3-Apr	AMAZON	\$27.00	1	330	57200	46000	REPAIR & MAINTENANCE	Lifeguard hip packs	
3-Apr	AMAZON	\$27.00	1	330	57200	46000	REPAIR & MAINTENANCE	Lifeguard hip packs	
6-Apr	Court Reserve	\$99.00	1	320	57200	43700	OFFICE SUPPLIES	Reservation App	
8-Apr	AMAZON	\$26.50	1	330	57200	46000	REPAIR & MAINTENANCE	Coffee pot	
9-Apr	AMAZON	\$8.98	1	320	57200	43700	OFFICE SUPPLIES	post its	
10-Apr	AMAZON	\$34.85	1	320	57200	43700	OFFICE SUPPLIES	Copy paper	
13-Apr	AMAZON	\$13.98	1	330	57200	46000	REPAIR & MAINTENANCE	Cable ties	
15-Apr	Fast Signs	\$166.71	1	330	57200	46000	REPAIR & MAINTENANCE	Pol deck signs	
16-Apr	AMAZON	\$15.48	1	300	13100	10101	Due From Rec	Kids Night Out	
16-Apr	AMAZON	\$49.99	1	330	57200	46000	REPAIR & MAINTENANCE	Gym Wipes	
17-Apr	Canva	\$15.00	1	320	57200	43700	OFFICE SUPPLIES	Marketing app	
17-Apr	AMAZON	\$27.97	1	330	57200	46000	REPAIR & MAINTENANCE	Resident lanyards	
17-Apr	AMAZON	\$48.57	1	300	13100	10101	Due From Rec	Summer Camp	
20-Apr	AMAZON	\$14.88	1	300	13100	10101	Due From Rec	Summer Camp	
20-Apr	Little Caesars	\$74.90	1	300	13100	10101	Due From Rec	Kids Night Out	
20-Apr	AMAZON	\$78.89	1	320	57200	43700	OFFICE SUPPLIES	Printer ink	
23-Apr	AMAZON	\$16.22	1	330	57200	46000	REPAIR & MAINTENANCE	Pool Vollyball	
23-Apr	AMAZON	\$19.27	1	320	57200	43700	OFFICE SUPPLIES	Laminating pouches and binder	
24-Apr	AMAZON	\$44.91	1	330	57200	46000	REPAIR & MAINTENANCE	Pool footballs	
	Total Purchases	\$1,824.36							



**HANCOCK
WHITNEY**

5672000255900 008326135 008326135

HANCOCK WHITNEY BANK
PO BOX 61750
NEW ORLEANS LA 70161-1750

CREDIT CARD CENTER
P. O. BOX 96601
CHARLOTTE, NC 28296-0601

BARTRAM SPRINGS CDD
CORPORATE ACCOUNT
ATTN BERNADETTE PEREGRINO
475 W TOWN PL STE 114
ST AUGUSTINE FL 32092-3649

RETURN
TO:

** 0000001

ACCOUNT NUM.	4485-XXXX-XXXX-5900
PAYMENT DUE	05-22-26
AMOUNT DUE	
NEW BALANCE	\$8,326.13
MIN. PAYMENT	or \$8,326.13

AMOUNT
ENCLOSED \$

Issued by Hancock Whitney Bank
Please make check Payable to
Credit Card Center

5989 9020 4485452000255900

Detach here

To assure proper credit please return upper portion with remittance

CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER

4485-XXXX-XXXX-5900

FINANCE CHARGE SUMMARY

	AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	CORRESPONDING ANNUAL PERCENTAGE RATE	PERIODIC FINANCE CHARGE
PURCHASES	\$0.00	1.708%	20.490%	\$0.00
CASH ADVANCES	\$0.00	1.708%	20.490%	\$0.00
ANNUAL PERCENTAGE RATE 20.49%				
(this billing cycle)				
PERIODIC RATES MAY VARY.				

CLOSING DATE	04-27-26	PREVIOUS BALANCE	6,866.61
PAYMENT DUE DATE	05-22-26	NEW PURCHASES AND OTHER CHARGES	8,766.93
CREDIT LIMIT	15,000	NEW CASH ADVANCES	.00
AVAILABLE CREDIT	6,674	CREDITS	440.80
FOR CUSTOMER SERVICE CALL: Toll Free 1-800-448-8812		PAYMENTS	6,866.61-
		LATE PAYMENT CHARGES	.00
		FINANCE CHARGES	.00
		NEW BALANCE	8,326.13
SEND BILLING INQUIRIES TO: CREDIT CARD CENTER PO BOX 61750 NEW ORLEANS LA 70161-1750		TOTAL PAYMENT DUE	8,326.13
		DISPUTED AMOUNT	.00
To assure proper credit return upper portion with remittance. See reverse side for important information.		Grace Period: To avoid an additional Finance Charge on Purchases pay entire New Balance by Payment Due Date. Finance charge accrues on Cash Advances daily until paid and will be billed in your next Statement.	



Store# 7693
675 Durbin Pavilion Dr
#102
St Johns FL 32259-0000

(904) 506-0890

DESCRIPTION	QTY	PRICE	TOTAL
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T
GOLDEN EGGS 6 PACK	1	1.50	1.50T

Sub Total \$12.00

SALES TAX \$0.78

PUF/PIF \$0.06

Total \$12.84

VISA CREDIT \$12.84

*****0420 Approved

Purchase Chip

Auth/Trace Number: 02432S/010958

Chip Card AID: A0000000031010

Please provide your feedback at
www.dollartreefeedback.com

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<https://careers.dollartree.com>

4419 07693 01 027 27985829 3/27/26 20:10
Sales Associate:tyrell

The Windy City On Wheels

(904) 540-0045

March 28, 2026

1:47 PM

Michele

Ticket: 9

Receipt: p0w6

Authorization: 08705S

VISA CREDIT

AID AO 00 00 00 03 10 10

FOR HERE

Italian Beef Sandwich \$14.00
Wet, Cheese (\$1.00), Hot Giardiniera

Italian Beef Sandwich \$14.00
Wet, Cheese (\$1.00), Sweet Peppers

The Combo \$16.00
Wet, Cheese (\$1.00), Hot Giardiniera

Zephyrhills Bottled Water x 2 \$4.00
(\$2.00 each)

Subtotal \$48.00
Duval County (7.5%) \$3.60

Total **\$51.60**
Visa 0420 (Contactless) \$51.60

Give us feedback @ survey.walmart.com
Thank you! ID #:7WR8QLB1NR9

Walmart *

WM Supercenter
904-417-9688 Mgr. JOHN
845 DURBIN PAVILION DR
SAINT JOHNS FL 32259
ST# 00928 OP# 004207 TE# 05 TR# 04943

ITEMS SOLD 19
TC# 1 0386 4348 9101 5466



SITE MERCH	194346570760 F	5.76 N
SITE MERCH	194346570760 F	5.76 N
SITE MERCH	194346534520 F	7.47 N
SITE MERCH	194346534520 F	7.47 N
SITE MERCH	194346565910 F	3.97 N
SITE MERCH	194346565920 F	3.97 N
SITE MERCH	194346565910 F	3.97 N
SITE MERCH	194346565910 F	3.97 N
KB COOKIE	770981301990 F	4.84 N
FG COOKIE	078742099500 F	3.97 N
FG COOKIE	078742099500 F	3.97 N
SITE MERCH	194346534510 F	4.97 N
SITE MERCH	194346534510 F	4.97 N
SITE MERCH	194346534510 F	4.97 N
CRISPY TREAT	194346256730 F	6.94 N
KB COOKIE	770981301990 F	4.84 N
COOKIES	194346377480 F	5.84 N
COOKIES	194346377480 F	5.84 N
COOKIES	194346377480 F	5.84 N

SUBTOTAL 99.33
TOTAL 99.33

VISA TEND 99.33
CHANGE DUE 0.00



Get free delivery
from this store
with Walmart+

Scan for 30-day free trial.

Low prices You Can Trust. Every Day.
03/27/26 19:58:42



Sign Gypsies St Johns
stjohns@signgypsies.com | (904) 404-1976

Invoice #093025031

Issue date
Mar 26, 2026

Bartram Springs
Billing Customer Name: Danelle DeMarco
Email Address: ddemarco@gmsnf.com
Phone Number: (724) 331-7695
Alternate Phone Number: (904) 880-5156

Recipient Name: Bartram Springs
Recipient Gender: Not Applicable

Delivery Address:
14530 Cherry Lake Dr East

Jacksonville Florida, Florida, 32258
Map It

Neighborhood/Subdivision: Bartram Springs
Gate Code:

Event Date: 03/28/2026

Package Selection (if applicable):

Yard Greeting Message:
Happy Easter

Colors/Hobbies/Interests:
Eggs, bunny's, flowers, anything easter or spring- ish

Colors to Avoid:

Yard Specifics: Large grassy area

How did you hear about us?: return customer

Billing Address:

Fuel Surcharge	1	\$5.00	\$5.00
----------------	---	--------	--------

Subtotal			\$94.95
----------	--	--	---------

Total Paid			\$94.95
-------------------	--	--	----------------

Payments

Mar 30, 2026 (Visa 0420)			\$94.95
--------------------------	--	--	---------



View online

To view your invoice go to <https://squareup.com/u/lf114fcx>

Or open the camera on your mobile device and place the QR code in the camera's view.

Order Summary

Order placed March 30, 2026 Order # 113-5237101-6594606

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 0420 View related transactions	Item(s) Subtotal: \$29.95 Shipping & Handling: \$0.00 Total before tax: \$29.95 Estimated tax to be collected: \$0.00 Grand Total: \$29.95

Delivered March 31

Your package was delivered. It was handed directly to a resident.



MCR Medical Combo Pack of CPR Training Masks, 5 Adult & 5 Infant with Valves

Sold by: MCR Medical

Return window closed on April 30, 2026

\$29.95

[Back to top](#)

Order Summary

Order placed March 31, 2026 Order # 112-1150572-7173002

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 0420 View related transactions	Item(s) Subtotal: \$94.55 Shipping & Handling: \$0.00 Total before tax: \$94.55 Estimated tax to be collected: \$0.00 Grand Total: \$94.55

Delivered April 3



Freshnaps Wet Wipes Bulk - 4 x 800 Count Refill Bags (3200 Commercial Disposable Wipes) Value Pack - For Upward Pull Dispenser Ideal For Public Use
Sold by: Innovent Inc
Supplied by: Other
Return window closed on May 14, 2026
\$94.55

[Back to top](#)

Order Summary

Order placed March 31, 2026 Order # 112-7542219-0487424

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$80.83
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$2.99
JACKSONVILLE, FL 32258-5133		Free Shipping: -\$2.99
United States		Total before tax: \$80.83
		Estimated tax to be collected: \$0.00
		Grand Total: \$80.83

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Scott Professional Coreless High-Capacity Jumbo Roll Toilet Paper, Bulk (07006), 2-Ply, Elevated Design, Septic Safe, White (12 Rolls at 1,150' Each, 13,800'/Case)
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 1, 2026
\$62.34

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Swiffer Sweeper XL Wet Mopping Pads
Sold by: My Great Goods
Return window closed on May 1, 2026
\$18.49

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Order Summary

Order placed March 31, 2026 Order # 112-3141629-6207452

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$82.53
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$0.00
JACKSONVILLE, FL 32258-5133		Total before tax: \$82.53
United States		Estimated tax to be collected: \$0.00
		Grand Total: \$82.53

Delivered April 2

Signed by: L DURHAM



Scott Professional Pro Hard Roll Paper Towels, Bulk (43959), Hardwound, Absorbency Pockets, White, for ScottBrand Blue Core Dispensers (6 Rolls at 900' Each, 5,400'/Case)
Sold by: MyOfficeInnovations/Staples, Inc.
Supplied by: Other
Return window closed on May 2, 2026
\$82.53

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Order Summary

Order placed April 1, 2026 Order # 112-3965679-3366636

Ship to

GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method

Visa ending in 0420
[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$99.99
Shipping & Handling:	\$0.00
Your Coupon Savings:	-\$15.00
Total before tax:	\$84.99
Estimated tax to be collected:	\$0.00
Grand Total:	\$84.99

Delivered April 2

Your package was left near the front door or porch.



Tazza Gym Equip Wipes, 4 x 950 Count (3800 Total Wipes) - Durable, Pre-Saturated
Gym Equipment & Surface Cleaning Wipes
Sold by: TazzaDirect
Return window closed on May 2, 2026
\$99.99

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[Print](#)

Billing Activity - Invoices

Bartram Springs

Attn: Danelle DeMarco

14530 East Cherry Lake Drive

Jacksonville FL 32258

US

P: 7243317695

Today's Date: 06/16/2026

User Name: bartrams

Invoices from 04/01/2026 to 04/30/2026

Date	Description	Charge Amount	Credit Amount
04/01/2026	Invoice #1775027530	\$104.80	

Billing questions? [Contact Support](#)

Constant Contact - 890 Winter St - Waltham, MA 02451 US

Order Summary

Order placed March 31, 2026 Order # 112-5662440-8317059

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$223.45
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$0.00
JACKSONVILLE, FL 32258-5133		Total before tax: \$223.45
United States		Estimated tax to be collected: \$0.00
		Grand Total: \$223.45

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple

Return window closed on May 1, 2026

\$49.97

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Supmedic Disposable Nitrile Gloves, Chemical Resistant, Powder-Free, Latex-Free, Food Safe, Medical Exam Gloves, Black, X-Large, 100 Pcs

Sold by: Supmedic

Supplied by: Other

Return window closed on May 4, 2026

\$9.98

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple

Return window closed on May 1, 2026

\$49.97

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Supmedic Disposable Nitrile Gloves, Chemical Resistant, Powder-Free, Latex-Free, Food Safe, Medical Exam Gloves, Black, X-Large, 100 Pcs

Sold by: Supmedic

Return window closed on May 4, 2026

\$9.98

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Simpli-Magic Cotton Shop Towels 14"x12" (90 Pack) – Reusable Cleaning Shop Rags for Automobiles, Industries, Garage and Homes (Blue)

Sold by: Amazon.com

Supplied by: Other

Return window closed on May 1, 2026

\$26.79



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple

Return window closed on May 1, 2026

\$49.97

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Order Summary

Order placed March 31, 2026 Order # 112-5662440-8317059

Ship to

GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method

Visa ending in 0420

[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$223.45
Shipping & Handling:	\$0.00
Total before tax:	\$223.45
Estimated tax to be collected:	\$0.00
Grand Total:	\$223.45

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple

Return window closed on May 1, 2026

\$49.97

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Supmedic Disposable Nitrile Gloves, Chemical Resistant, Powder-Free, Latex-Free, Food Safe, Medical Exam Gloves, Black, X-Large, 100 Pcs

Sold by: Supmedic

Supplied by: Other

Return window closed on May 4, 2026

\$9.98

\$ 9.98

Delivered April 1

Your package was delivered. It was handed directly to a resident.



Tasker Contractor Garbage Bags 55 Gallon, 3 Mil Black Contractor Garbage Bag (50 Bags w/Ties) Large 55 Gallon Trash Bags Heavy Duty Liners, Extra Large Trash Liners for Construction, Industrial Bag

Sold by: Simple

Return window closed on May 1, 2026

\$49.97

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Supmedic Disposable Nitrile Gloves, Chemical Resistant, Powder-Free, Latex-Free, Food Safe, Medical Exam Gloves, Black, X-Large, 100 Pcs

Sold by: Supmedic

Return window closed on May 4, 2026

\$9.98

Order Summary

Order placed March 30, 2026 Order # 113-8920881-5715443

Ship to

GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method

Visa ending in 0420

[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$75.00
Shipping & Handling:	\$0.00
Promotion Applied:	-\$7.50
Total before tax:	\$67.50
Estimated tax to be collected:	\$0.00
Grand Total:	\$67.50

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Other

Return window closed on May 4, 2026

\$15.00



2

Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Other

Return window closed on May 4, 2026

\$15.00

\$27.00

Delivered April 2

Your package was left near the front door or porch.



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Hour Loop

Return window closed on May 2, 2026

\$15.00

Delivered March 31

Your package was delivered. It was handed directly to a resident.



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Other

Return window closed on April 30, 2026

\$15.00

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Order Summary

Order placed March 30, 2026 Order # 113-8920881-5715443

Ship to

GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method

Visa ending in 0420

[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$75.00
Shipping & Handling:	\$0.00
Promotion Applied:	-\$7.50
Total before tax:	\$67.50
Estimated tax to be collected:	\$0.00
Grand Total:	\$67.50

Delivered April 4

Your package was delivered. It was handed directly to a resident.



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Other

Return window closed on May 4, 2026

\$15.00



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Other

Return window closed on May 4, 2026

\$15.00

\$ 27.00

Delivered April 2

Your package was left near the front door or porch.



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Hour Loop

Return window closed on May 2, 2026

\$15.00

Handwritten signature

Delivered March 31

Your package was delivered. It was handed directly to a resident.



Kemp USA Lifeguard Hip Pack - Water-Resistant Fabric - Compact & Lightweight with GUARD Logo - Adjustable Strap - Multiple Zippered Compartments for Medical lifeguard essentials & Lifeguard supplies

Sold by: Kemp USA

Supplied by: Other

Return window closed on April 30, 2026

\$15.00

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Payment Receipt

CourtReserve Subscription Payment for **4/5/2026 - 5/5/2026**
Bartram Springs (Receipt #2026-111817)

Payment Details

Payment Date	Billing Cycle	Amount Paid
4/5/2026	4/5/2026 - 5/5/2026	\$99.00

Credit Card
**** * 0420

Billing Details

Full Name	Billing Email
Danella DeMarco	ddemarco@gmsnf.com

Billing Address
14530 East Cherry Lake Drive, Jacksonville, FL, 32258

Subscription Details

Plan Rate	\$99.00
Total	\$99.00

Order Summary

Order placed April 7, 2026 Order # 112-7005241-1621852

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$34.99
14530 CHERRY LAKE DR E	Amazon gift card balance	Shipping & Handling: \$0.00
JACKSONVILLE, FL 32258-5133	View related transactions	Total before tax: \$34.99
United States		Estimated tax to be collected: \$0.00
		Gift Card Amount: -\$8.49
		Grand Total: \$26.50

Delivered April 9

Your package was left near the front door or porch.



BLACK+DECKER 12-Cup Digital Coffee Maker, Programmable, Washable Basket Filter, Sneak-A-Cup, Auto Brew, Water Window, Keep Hot Plate, Black
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 9, 2026
\$34.99

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Order Summary

Order placed April 8, 2026 Order # 114-4107284-1019423

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$8.98
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$2.99
JACKSONVILLE, FL 32258-5133		Free Shipping: -\$2.99
United States		Total before tax: \$8.98
		Estimated tax to be collected: \$0.00
		Grand Total: \$8.98

Delivered April 9

Your package was left near the front door or porch.



(18 Pads) Sticky Notes 3x3 inch, Self-Stick Pads Bright Colors Sticky Note, Recyclable, Easy to Post for Home, Office, Notebook

Sold by: YEECOK

Return window closed on May 9, 2026

\$8.98

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Order Summary

Order placed April 8, 2026 Order # 112-2817785-8049854

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$34.85
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$2.99
JACKSONVILLE, FL 32258-5133		Free Shipping: -\$2.99
United States		Total before tax: \$34.85
		Estimated tax to be collected: \$0.00
		Grand Total: \$34.85

Delivered April 9

Your package was left near the front door or porch.

	HP Printer Paper 8.5 x 11 Paper Copy &Print 20 lb 5 Ream Case - 2500 Sheets
	92 Bright FSC Certified 200350C
	Sold by: Amazon.com
	Supplied by: Other
	Return window closed on May 9, 2026
	\$34.85

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Order Summary

Order placed April 10, 2026 Order # 112-0162339-2571435

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$13.98
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$0.00
JACKSONVILLE, FL 32258-5133		Total before tax: \$13.98
United States		Estimated tax to be collected: \$0.00
		Grand Total: \$13.98

Delivered April 11

Your package was delivered. It was handed directly to a resident.



12 Inch Zip Cable Ties (100 Pieces), Self-Locking Premium Nylon Cable Wire Ties, Heavy Duty White, for Indoor and Outdoor by Boacua

Sold by: [Xingtian Trading](#)

Return window closed on May 11, 2026

\$6.99

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INVOICE
299-105218

Payment Terms: Payment Upfront

Created Date: 4/3/2026

DESCRIPTION: Yard Signs (4)**Bill To:** Bartram Springs Amenity Center
14530 E Cherry Lake Dr
Jacksonville, FL 32258
US**Pickup At:** FASTSIGNS of Jacksonville - Baymeadows
8535 Baymeadows Rd
Ste 7
Jacksonville, FL 32256
US**Ordered By:** Lori Dunham
Email: ldunham@gmsnf.com
Work Phone: (904) 880-5156
Tax ID: 85-8012764823C**Salesperson:** Taylor Saunders
Entered By: Taylor Saunders

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Yard Signs (4)	4	\$40.4625	\$0.00	\$161.85
1.1	DS Coroplast 18X24 - Direct print to coro w/ wire stakes Part Qty: 1 Width: 24.00" Height: 18.00" Sides: 2				
Subtotal:					\$161.85
Taxable Amount:					\$0.00
Taxes:					\$0.00
Grand Total:					\$161.85
Amount Paid:					\$0.00
BALANCE DUE:					\$161.85
Credit Card Surcharge:					3.00%
Balance Due with Surcharge:					\$166.71

Thank you for your business.
This FASTSIGNS location is independently owned and operated.



Tax Invoice

Invoice Date
April 16, 2026

Invoice no.
04853-52494341

To
Danelle DeMarco
danelle.demarco@gmail.com

Billing Address
East Town Place, World Golf Village, Florida 32092,
United States

Subscriptions

Canva Pro
iAHHDW62IBI
April 16, 2026

US\$15.00

Subtotal	US\$15.00
Sales tax (6.5%)	US\$0.00
Total amount	US\$15.00

Please retain for your records.

Canva US Inc.
3212 E. Cesar Chavez Street, Building 1, Suite 1300 Austin Texas 78702 United States
Copyright © 2026 Canva US Inc.. All rights reserved.

Order Summary

Order placed April 14, 2026 Order # 112-6364937-1053850

Ship to
GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method
Visa ending in 0420
[View related transactions](#)

Order Summary	
Item(s) Subtotal:	\$15.48
Shipping & Handling:	\$0.00
Total before tax:	\$15.48
Estimated tax to be collected:	\$0.00
Grand Total:	\$15.48

Delivered April 15

Your package was left near the front door or porch.



30 Pack Squishy Toys, Kawaii Squishies Party Favors for Kids 4-8 8-12 Treasure Box
Toys for Classroom Birthday Xmas Gifts Goodie Bag Mini Animals Mochi Squishy
Stress Relief Sensory Toys Random

Sold by: Mantyplay
Return window closed on May 15, 2026
\$9.99



365 by Whole Foods Market, Organic Microwave Popcorn, 21 Ounce

Sold by: Amazon.com
Supplied by: Other
Return window closed on May 15, 2026
\$5.49

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Order Summary

Order placed April 10, 2026 Order # 112-9557243-7409052

Ship to

GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method

Visa ending in 0420

[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$24.98
Shipping & Handling:	\$6.99
Your Coupon Savings:	-\$4.00
Total before tax:	\$27.97
Estimated tax to be collected:	\$0.00
Grand Total:	\$27.97

Delivered April 28



30/50/100/5000... Pcs, Custom Personalize Lanyards for Men and Women, Customize Text and Logo, Personalized Neck Lanyard for ID Card Badge Holder, Keychain, Teacher, Office, Business etc
Sold by: DeLeiTe
Supplied by: Other
Return window closed on May 29, 2026
\$24.98

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Order Summary

Order placed April 16, 2026 Order # 112-5119975-6997866

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 0420 View related transactions	Item(s) Subtotal: \$48.57 Shipping & Handling: \$0.00 Total before tax: \$48.57 Estimated tax to be collected: \$0.00 Grand Total: \$48.57

Delivered April 17

Your package was delivered. It was handed directly to a resident.

	IMCUAMK 36 Packs Valentines Party Favors Building Blocks, Ideal for Kids Classroom Exchange, Flower Bouquets Building Set, Mini Building Flower Set, DIY Unique Great Brithday Gifts for Girls Womens Sold by: Sambox US Return window closed on May 17, 2026 \$24.59
	400 Pcs Name Tags Colorful Sticker-16 Colors (3"x2") Hello My Name is Peel & Stick Identification Badges for School, Office, Conferences & Family Parties. Sold by: TuoLangUs Return window closed on May 17, 2026 \$5.99

Delivered April 17

Your package was delivered. It was handed directly to a resident.

	WuNian 30 Packs Party Favors for Kids, 888 PCS Animal Building Blocks Mini Sets Party Favors for Goodie Bags Stuffers Classroom Prizes Return Gifts Easter Bulk Gifts for Boys Girls Student Ages 6+ Sold by: QOL Return window closed on May 17, 2026 \$17.99
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Order Summary

Order placed April 17, 2026 Order # 112-9337337-8305040

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$14.88
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$0.00
JACKSONVILLE, FL 32258-5133		Total before tax: \$14.88
United States		Estimated tax to be collected: \$0.00
		Grand Total: \$14.88

Delivered April 28

It was handed directly to a receptionist or someone at a front desk.



6-piece Teacher Stamp - Cute Stars Inspirational Score Classroom Grade Teacher

Stamp self-Introducing Stamp Teacher Behavior Stamp Rating Stamps Behavior Stamps (Regular)

Sold by: [WWBB us](#)

Return window closed on May 21, 2026

\$14.88

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Little Caesars

03886-00001

ST JOHNS FL

Phone: (904) 474-1210

Order 1038150

Apr 17, 2026, 2:13 PM

Promise Time: 4/18/2026 at 5:45 PM

Your Cashier Today is Carolanne C.

lori - (346) 346-4646
Sale

Qty.	Items	Price
6	Classic Cheese Double Cut	\$44.94
4	Classic Pepperoni Double Cut	\$29.96
Item Count		10
Taxable Total		\$0.00
Non-Taxable Total		\$74.90

Subtotal	\$74.90
STATE	\$0.00
COUNTY	\$0.00

Total	\$74.90
-------	---------

Credit Card	\$74.90
-------------	---------

Card	1
Result	CAPTURED
Account	VISA *****0420
Card Holder	CARDHOLDER/VISA
Authorization Code	09958S
Approved Amount	\$74.90
Chip Indicator	Chip Read - Contactless
TID	2
Application Label	VISA CREDIT
CVM	NONE
TSI	0
AID	A0000000031010
IAD	06011203A00000
ARC	0
TVR	0
Mode	ISSUER

Order Summary

Order placed April 17, 2026 Order # 112-0457249-9317033

Ship to

GMS
14530 CHERRY LAKE DR E
JACKSONVILLE, FL 32258-5133
United States

Payment method

Visa ending in 0420
[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$78.89
Shipping & Handling:	\$2.99
Free Shipping:	-\$2.99
Total before tax:	\$78.89
Estimated tax to be collected:	\$0.00
Grand Total:	\$78.89

Delivered April 18

Your package was left near the front door or porch.



HP 218A Black Toner Cartridge | Works with Color LaserJet Pro 3201, MFP 3301 Series | W2180A
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 18, 2026
\$78.89

[Back to top](#)

Order Summary

Order placed April 22, 2026 Order # 113-4210999-7277805

Ship to	Payment method	Order Summary
GMS	Visa ending in 0420	Item(s) Subtotal: \$16.22
14530 CHERRY LAKE DR E	View related transactions	Shipping & Handling: \$0.00
JACKSONVILLE, FL 32258-5133		Total before tax: \$16.22
United States		Estimated tax to be collected: \$0.00
		Grand Total: \$16.22

Delivered April 23

Your package was delivered. It was handed directly to a resident.



WAHU 100% Waterproof Soft Beach Volleyball for Play in and Out of Water, Outdoor Regulation Size 5 Volleyball for Beach and Pool, Green
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 23, 2026
\$16.22

[Back to top](#)

Order Summary

Order placed April 21, 2026 Order # 113-6017488-7949044

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 0420 View related transactions	Item(s) Subtotal: \$19.27 Shipping & Handling: \$0.00 Total before tax: \$19.27 Estimated tax to be collected: \$0.00 Grand Total: \$19.27

14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States

Delivered April 22

Your package was delivered. It was handed directly to a resident.



CAREGY 200 Count Thermal Laminating Pouches,5Mil,Hold 2 x 3.5 inch Business Card Laminate Pouches for Laminator, Clear Lamination Paper Protection 2.3 x 3.7 inch, Round Corner, Home & Office
Sold by: CAREGY
Return window closed on May 22, 2026
\$9.99

14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States

Delivered April 22

Your package was left near the front door or porch.



Samsill 2 Inch 3 Ring Binder, Made in USA, Economy Round Ring, Clear View Cover, 425 Sheet Capacity - for School, Home, Office - Red
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 22, 2026
\$9.28

14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States

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Order Summary

Order placed April 22, 2026 Order # 113-5634079-3450607

Ship to	Payment method	Order Summary
GMS 14530 CHERRY LAKE DR E JACKSONVILLE, FL 32258-5133 United States	Visa ending in 0420 View related transactions	Item(s) Subtotal: \$44.91 Shipping & Handling: \$2.99 Free Shipping: -\$2.99 Total before tax: \$44.91 Estimated tax to be collected: \$0.00 Grand Total: \$44.91

Delivered April 23

Your package was left near the front door or porch.



Nerf Pro Grip Football, Blue, Classic Foam Ball, Easy to Catch & Throw, Sports Toys, Christmas Gifts or Stocking Stuffers for Kids
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 23, 2026
\$14.97

Delivered April 23

Your package was left near the front door or porch.



Nerf Pro Grip Football, Blue, Classic Foam Ball, Easy to Catch & Throw, Sports Toys, Christmas Gifts or Stocking Stuffers for Kids
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 23, 2026
\$14.97

Delivered April 23

Your package was left near the front door or porch.



Nerf Pro Grip Football, Blue, Classic Foam Ball, Easy to Catch & Throw, Sports Toys, Christmas Gifts or Stocking Stuffers for Kids
Sold by: Amazon.com
Supplied by: Other
Return window closed on May 23, 2026
\$14.97

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✔ You have successfully made this payment(s).

Before you can print your permit, please return to the [Permits](#) page and click the 'Submit' button to complete your application.

Payment Submittal Confirmation

Thank you for using the online permitting system. Your payment is currently being processed. A copy of this confirmation will be emailed to you and you may also print this page for your records.

Your confirmation number is: YGNI02T4

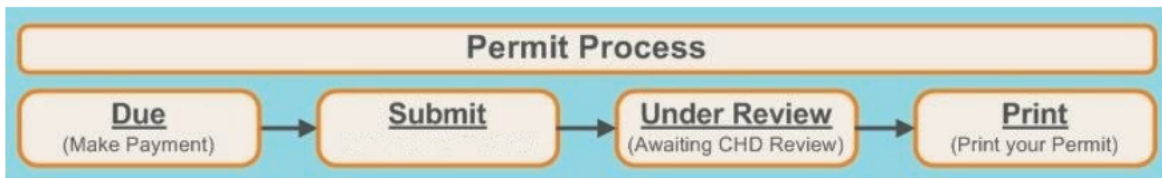
Payment Type: ACH

Payment Date: 5/27/2026 4:34:00 PM

Permit Number	Facility Name	Payment Amount
16-60-01105	Bartram Springs - Competition Pool	325.00
16-60-01106	Bartram Springs - Recreational Pool	325.00
16-60-01107	Bartram Springs - Wading Pool	200.00
16-60-1587919	Bartram Springs - Splash Pad	200.00

Convenience Fee: 0.35

Total Paid: 1050.35



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From: EHSAM Help Desk MyFloridaEHPermit_DoNotReply@flhealth.gov
Subject: EH Online Billing and Permitting System Payment Confirmation
Date: May 27, 2026 at 4:33 PM
To: bperegrino@gmsnf.com

ED

Dear Bernadette Peregrino,

Thank you for using the Online Billing and Permitting System. Your payment is currently being processed. Please note that e-check payments are subject to review and may acquire additional fees if collection activity is required. You may also view your online receipt at: www.MyFloridaEHPermit.com.

If your payment included a payment for a Tattoo Artist license, a Body Piercing Salon permit, or a Biomedical Waste Transporter permit, your renewal is NOT COMPLETE. Instructions to complete your renewal will be provided in a separate email.

Payment Submittal Confirmation: YGNI02T4
Payment Type: ACH(Electronic Cheque)
Payment Date: May 27 2026 4:34PM

Payments:

Permit Number	Facility Name	Payment Amount
16-60-01105	Bartram Springs – Competition Pool	325.00
16-60-01106	Bartram Springs – Recreational Pool	325.00
16-60-01107	Bartram Springs – Wading Pool	200.00
16-60-1587919	Bartram Springs – Splash Pad	200.00

Convenience Fee: 0.35
Total Paid: 1050.35

Do not reply to this email as it is an automated response.

From: noreply@finit.tylertech.com
Subject:
Date: May 27, 2026 at 4:33 PM
To:



Payment Receipt Confirmation

Your payment was successfully processed.

Transaction Summary

Description	Amount
	\$1,050.35
Total Amount Paid	\$1,050.35

Customer Information

Customer Name	Bernadette Peregrino
Local Reference ID	511243934147799
Receipt Date	5/27/2026
Receipt Time	04:33:52 PM EDT

Payment Information

Payment Type	Electronic Check
Account Number	*****9755
Order ID	278480172
Name on Account	Bartram Springs CDD

Billing Information

Billing Address	475 W Town Place Ste 114
Billing City, State	Saint Augustine, FL
Billing Zip/Postal Code	32092
Country	US
Phone Number	904-239-5309
This receipt has been emailed to the address below.	
Email Address	bperegrino@gmsnf.com



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

16-60-01105

16-BID-8536613

Swimming Pools - Public Pool > 25000 Gallons

Issued To: Bartram Springs - Competition Pool
14530 Cherry Lake Drive E
Jacksonville, FL 32258

County: **Duval**
Amount Paid: \$325.00
Date Paid: 05/27/2026
Issue Date: 07/01/2026

Permit Expires On: 06/30/2027

Mail To: Attention: ATTN: Accounts Payable
Bartram Springs CDD
475 W Town Place, Suite 114
Saint Augustine, FL 32092

Issued By:
Department of Health in Duval County
921 N Davis Street, Suite 380
Jacksonville, FL 32209
(904) 253-1280

Owner: Bartram Springs CDD

Pool Volume (gallons): 150,840

Bathing Load: 167

Flow Rate (gpm): 838

Night Swimming: Yes

Variance Conditions (if applicable):

Original Customer: Bartram Springs - Competition Pool (NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

16-60-01105

16-BID-8536613

Swimming Pools - Public Pool > 25000 Gallons

Issued To: Bartram Springs - Competition Pool
14530 Cherry Lake Drive E
Jacksonville, FL 32258

County: **Duval**
Amount Paid: \$325.00
Date Paid: 05/27/2026
Issue Date: 07/01/2026

Permit Expires On: 06/30/2027

Mail To: Attention: ATTN: Accounts Payable
Bartram Springs CDD
475 W Town Place, Suite 114
Saint Augustine, FL 32092

Issued By:
Department of Health in Duval County
921 N Davis Street, Suite 380
Jacksonville, FL 32209
(904) 253-1280

Owner: Bartram Springs CDD



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

16-60-01106

16-BID-8536614

Swimming Pools - Public Pool > 25000 Gallons

Issued To: Bartram Springs - Recreational Pool
14530 Cherry Lake Drive E
Jacksonville, FL 32258

County: **Duval**
Amount Paid: \$325.00
Date Paid: 05/27/2026
Issue Date: 07/01/2026

Permit Expires On: 06/30/2027

Mail To: Attention: ATTN: Accounts Payable
Bartram Springs CDD
475 W Town Place, Suite 114
Saint Augustine, FL 32092

Issued By:
Department of Health in Duval County
921 N Davis Street, Suite 380
Jacksonville, FL 32209
(904) 253-1280

Owner: Bartram Springs CDD

Pool Volume (gallons): 78,596

Bathing Load: 87

Flow Rate (gpm): 437

Night Swimming: Yes

Variance Conditions (if applicable):

Original Customer: Bartram Springs - Recreational Pool (NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

16-60-01106

16-BID-8536614

Swimming Pools - Public Pool > 25000 Gallons

Issued To: Bartram Springs - Recreational Pool
14530 Cherry Lake Drive E
Jacksonville, FL 32258

County: **Duval**
Amount Paid: \$325.00
Date Paid: 05/27/2026
Issue Date: 07/01/2026

Permit Expires On: 06/30/2027

Mail To: Attention: ATTN: Accounts Payable
Bartram Springs CDD
475 W Town Place, Suite 114
Saint Augustine, FL 32092

Issued By:
Department of Health in Duval County
921 N Davis Street, Suite 380
Jacksonville, FL 32209
(904) 253-1280

Owner: Bartram Springs CDD



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

16-60-01107

16-BID-8537222

Swimming Pools - Wading Pool

Issued To: Bartram Springs - Wading Pool
14530 Cherry Lake Drive E
Jacksonville, FL 32258

County: **Duval**
Amount Paid: \$200.00
Date Paid: 05/27/2026
Issue Date: 07/01/2026

Permit Expires On: 06/30/2027

Mail To: Attention: ATTN: Accounts Payable
Bartram Springs CDD
475 W Town Place, Suite 114
Saint Augustine, FL 32092

Issued By:
Department of Health in Duval County
921 N Davis Street, Suite 380
Jacksonville, FL 32209
(904) 253-1280

Owner: Bartram Springs CDD

Pool Volume (gallons): 1,980

Bathing Load: 17

Flow Rate (gpm): 50

Night Swimming: No

Variance Conditions (if applicable):

Original Customer: Bartram Springs - Wading Pool (NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

16-60-01107

16-BID-8537222

Swimming Pools - Wading Pool

Issued To: Bartram Springs - Wading Pool
14530 Cherry Lake Drive E
Jacksonville, FL 32258

County: **Duval**
Amount Paid: \$200.00
Date Paid: 05/27/2026
Issue Date: 07/01/2026

Permit Expires On: 06/30/2027

Mail To: Attention: ATTN: Accounts Payable
Bartram Springs CDD
475 W Town Place, Suite 114
Saint Augustine, FL 32092

Issued By:
Department of Health in Duval County
921 N Davis Street, Suite 380
Jacksonville, FL 32209
(904) 253-1280

Owner: Bartram Springs CDD