

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, April 14, 2025 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	Chairman
Stephanie McKinney <i>by phone</i>	Vice Chairperson
Taner Nierengarten <i>by phone</i>	Supervisor
Joseph Largen	Supervisor
Joel Brighton	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Terry Glynn	GMS
Danelle DeMarco	GMS
Robert Durnan	GMS
Lori Dunham	GMS
Matt Biagetti	GMS
Paul Lukert	VerdeGo Landscapes
Brent Behrens	VerdeGo Landscapes

*The following is a summary of the actions taken at the April 14, 2025 Bartram Springs Community Development District Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 6:00 p.m. and called the roll. Three Supervisors were in attendance constituting a quorum. Ms. McKinney and Mr. Nierengarten joined by phone.

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**SECOND ORDER OF BUSINESS****Audience Comments**

Mr. Oliver asked for any audience comments regarding items on the agenda. Hearing no comments, the next item followed.

**THIRD ORDER OF BUSINESS****Approval of Minutes of the March 10, 2025 Meeting**

Mr. Oliver presented the meeting minutes from the March 10, 2025 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no revisions.

On MOTION by Ms. Reynolds, seconded by Mr. Largen, with all in favor, the Minutes of the March 10, 2025 Meeting, were approved.

**FOURTH ORDER OF BUSINESS****Consideration of Proposals for Paver Installation at Veterans Memorial Park**

Mr. Glynn provided proposals from iTOP at \$5,280, Smart Pavers at \$1,800, and R. Souza at \$6,700 for the paver installation project at Veterans Memorial Park. Ms. Reynolds discussed moving forward with one monument with all the different branches listed on it like an insignia and asked for additional proposals for insignia and one monument versus four individual statues. The Smart Pavers initial sq. ft. quote would double to \$3,600. The Board directed staff to order statue/insignia for military branches after individual Supervisor signoffs. Follow up with stencil costs and process.

On MOTION by Mr. Brighton, seconded by Ms. Reynolds, with all in favor, the Proposal for Paver Installation at Veterans Memorial Park from Smart Pavers, increasing the initial square ft. quote of \$1,800 to \$3,600, was approved.

**FIFTH ORDER OF BUSINESS****Discussion Regarding:****A. Pickleball and Tennis Courts**

Ms. DeMarco provided the total number of reservations from November 1, 2024 through April 10, 2025. Tennis had 202 reservations and pickleball combined total from courts 1 & 2 had 552 reservations. Mr. Durnan provided a printout in coordination with a resident including a quote from Pro Sealed Asphalt to resurface and re-line one tennis court into four pickleball courts for \$35,668. Robert is to meet with the vendor on April 25<sup>th</sup>. Staff will bring back two additional

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proposals. Ms. DeMarco asked if the Board would consider replacing the two pickleball nets for a total of \$500 until a permanent solution is decided on.

Paul and Brent with VerdeGo provided a landscape update including flower install on April 23<sup>rd</sup>, leaf blowout, regular mowing, and irrigation checks. Ms. Reynolds requested increased transparency with photos in reports and not to impede traffic during peak times.

**B. Fiscal Year 2026 Draft Budget (*will be sent under separate cover*)**

Mr. Oliver discussed the budget process. The Board will approve the budget in May, refine that budget over the next 60 days, have a budget hearing and then adopt the budget in July. He noted in Duval County; the assessment roll has to be provided to the tax collector's office by July 31<sup>st</sup>. The budget is looking at an approximate 6% increase. He stated the capital reserve balance should be around \$350K by the end of FY25.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Agreement for Swim Lessons with Coach Ben Swim**

Coach Ben proposed the opportunity to provide private swim lessons starting June 2<sup>nd</sup> and ending July 12<sup>th</sup>. He is fully licensed and insured. The cost would be \$30 for 30 minutes. A \$10 additional fee will be added for non-residents. He would only need one lane of the pool for lessons and is CPR and First Aid certified. He is willing to offer a second session.

On MOTION by Ms. Reynolds, seconded by Mr. Largen, with all in favor, the Agreement for Swim Lessons with Coach Ben Swim – Add \$10 Additional fee for non-residents, was approved.

**SIXTH ORDER OF BUSINESS**

**Review of Quarterly Payment Reports with Vesta/Amenity Athletics**

Mr. Oliver received a spreadsheet showing what the payments would be for Spring soccer as well as rosters. Ms. Reynolds strongly recommended considering removal of the proration discussion and it needs to be 10% across the board and \$10 extra for nonresidents. Rosters are supposed to be submitted within 20 days after opening season. Ms. Reynolds asked GMS to hold Vesta accountable to get the Board the rosters no later than 20 business days after the start of the season. Mr. Nierengarten feels confident in the numbers.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Updated Amenity Policies**

The Board discussed numerous changes and confirmations to the amenity policies. Discussion topics can be found on page 24-25 of the agenda package.

**NINTH ORDER OF BUSINESS**

**Staff Updates**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber had nothing to report but offered to take any questions.

**B. Engineer**

The District Engineer was not on the line.

**C. District Manager**

Mr. Oliver noted the audit will be completed before the June 30<sup>th</sup> deadline.

**D. Amenity Management & Field Operations**

**1. Report**

Ms. DeMarco reviewed the Amenity Management Report on page 31 of the agenda package. The District has had great events with good attendance. She provided an update on upcoming events.

Resident Tom Dewey – Purchased his home from the original homeowner, was told CDD was a 15-year term but it's been 18 years and it's still not over yet. Mr. Oliver noted the first bonds were 30-year bonds. He questioned the 3-strike rule. Ms. Reynolds noted it's suspension from amenity privileges.

Mr. Durnan reviewed the Field Operations Report starting on page 42 of the agenda package. He noted cracks and chips in the slide so may need resurfacing soon – Safe Slide Restoration.

He presented a proposal from Pumps Done Right for two 10hp west fountain motors for \$6,122. Ms. Reynolds would like the operations team to have accounting access for records to see when the pumps were last replaced and to research warranties for repairs. Mr. Oliver noted Wes can prepare a document on significant purchases.

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On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the Pumps Done Right Proposal for \$6,122, was approved.

## **2. Program Revenue Share**

Mr. Oliver noted February's revenue share for programs other than amenity athletics was \$543.75. The total is \$3,155. Ms. DeMarco noted the vending machine has been moved and asked if the Board would like to consider a more accessible place for the vending machine. The Board discussed looking at food trucks as a revenue share.

## **ELEVENTH ORDER OF BUSINESS**

### **Supervisor's Requests and Audience Comments**

Mr. Largen voiced concern of children riding E-bikes and scooters in the streets and on the sidewalks. He asked to add bicycle safety to the newsletter. He appreciates the transparency of the Board. It feels amazing to live in a community with progression of family events. He has heard only positive feedback from residents about how things are progressing. He spoke about staying proactive and not reactive and holding vendors accountable.

Mr. Brighton noted events have been top notch and feedback has been phenomenal. Stay on top of VerdeGo. He noted Mr. Lukert mentioned coming Friday to trim the trees at the crosswalk. Spoke about the photocell issue with the light always being on and that tree needs trimming. There has been lots of positives since the takeover. Don't become complacent. Would like to look into reflectors on the bullnose. He appreciates the responsiveness to different issues.

Mr. Nierengarten noted the caliber of GMS is light years ahead. He spoke about a raise for staff that has been there a while. He asked about options to gate the community and cost. Mr. Oliver noted it can't be a gated community because the roads are owned by the City of Jacksonville.

Ms. McKinney asked if there will be minutes from the workshop. Mr. Oliver stated there will be minutes but will be pretty truncated.

Ms. Reynolds noted GMS is doing a phenomenal job. She appreciates the collaboration and transparency and the willingness to go above and beyond every single time it has been asked of staff. She spoke about an issue of an advertised party by snapchat and GMS staff shut down the party. Encouraged Board members to discourage behavior such as jumping the fence. She spoke

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about remote viewing camera options. Mr. Largen noted cameras use AI to flash lights and auto deter. She has received resident requests for lighting at the basketball courts and athletic fields.

## **TWELFTH ORDER OF BUSINESS                      Financial Statements**

### **A. Balance Sheet as of February 28, 2025 and Statement of Revenue & Expenditures for the Period Ending February 28, 2025**

Mr. Oliver presented the unaudited financials through February 2025. The balance sheet shows \$300K in the capital reserve fund and you are putting in another \$175K which will bring the District to \$475K in the capital reserve account. The only substantial variance is repairs and maintenance within the amenity center complex.

### **B. Assessment Receipt Schedule**

A copy of the assessment receipt schedule is included in the agenda package. The District is 98.55% collected.

### **C. Approval of Check Register**

Mr. Oliver presented the check register for Board consideration.

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

## **THIRTEENTH ORDER OF BUSINESS                      Next Scheduled Meeting – May 12, 2025 at 6:00 p.m. @ Bartram Springs Amenity Center**

Mr. Oliver stated the next meeting is scheduled for May 12, 2025, at 6:00 p.m. at this location.

## **FOURTEENTH ORDER OF BUSINESS                      Adjournment**

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

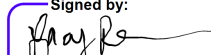
On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the meeting adjourned.

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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman