

MINUTES OF MEETING
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, August 11, 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	Chairperson
Stephanie McKinney	Vice Chairperson
Taner Nierengarten	Supervisor
Joseph Largen	Supervisor
Joel Brighton	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Terry Glynn <i>by phone</i>	General Manager
Danelle DeMarco	Amenity Manager
Robert Durnan	Operations Manager
Lori Dunham	Assistant Amenity Manager
Matt Biagetti	GMS
Brian Wackes	VerdeGo Landscapes
Brent Behrens	VerdeGo Landscapes
Josh Clark	VerdeGo Landscapes

The following is a summary of the actions taken at the August 11, 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. Five Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver opened the audience comment period.

August 11, 2025

Bartram Springs Community Development District

Resident asked if there would be a resolution to the JEA discussion. Supervisor Reynolds responded that they would update that. She explained that they received information from the councilman's office indicating that they were working on it and progress is in action. The councilman himself said he was going to figure out how to cover the \$63,000. She noted the councilman said it's going to come out of his budget and not theirs, so they will bury the lines at the City of Jacksonville's cost. She doesn't want anything going out yet to the residents until they have something more formal from the councilman's office. A timeline was discussed. She stated once they have an update from JEA or the City of Jacksonville, they will certainly let the residents know.

THIRD ORDER OF BUSINESS

Approval of Minutes of the July 21, 2025 Meeting

Mr. Oliver presented the minutes from the July 21, 2025 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, the Minutes of the July 21, 2025 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for Veterans Park Memorial Bench

Mr. Durnan with GMS presented a couple of benches that were commercial grade. He requested to do a ribbon cutting once they find and approve whichever bench they decide on. Mr. Nierengarten stated the idea of having armchairs on it makes it so it's not a welcome space for somebody to sleep on it. He thinks they are both unique. Mr. Largen stated he thinks it is going to look great with everything that's already been done there. He looks forward to seeing it completed. He loves the idea of having a ribbon cutting ceremony to commemorate the park and the memory of Marty. He preferred the more classically styled bench. Ms. McKinney suggested inviting Mr. Marty Kaufman's wife to the ribbon cutting ceremony. She prefers the second bench proposed. Ms. Reynolds stated she likes both benches. She loves the idea to invite Mr. Marty's wife to the ribbon cutting ceremony. It was noted that the price presented includes stenciling. It was decided to table this item until Mr. Brighton arrives to the meeting. Mr. Brighton joined the meeting and stated his preference is the second option. The Board decided to move forward with the Memorial

August 11, 2025

Bartram Springs Community Development District

Benches for Veterans Park recognizing previous CDD Board Member Marty Kaufman. They decided on Memorial Inlay option for \$695.

FIFTH ORDER OF BUSINESS**Update Regarding Landscape RFP**

Mr. Durnan reviewed what they accomplished at the workshop they had the week prior. He stated Mr. Haber brought up an addendum option to make the meeting optional versus mandatory. He explained that they sent this out to 14 firms with each firm receiving the addendum changing the meeting from mandatory to optional. He discussed the timeline. This Thursday is the proposal meeting, August 21, 2025 is the deadline for questions, then they will have another week following that to prepare the proposals, bring them to the GMS office, and they will open them on Thursday, August 28th at 11:00 a.m. He listed each of the 14 firms.

SIXTH ORDER OF BUSINESS**Update Regarding Amenity Center Policies**

Mr. Nierengarten will work with Ms. DeMarco on updated amenity policies to present for approval at a future meeting.

VerdeGo Landscapes provided an updated report. It was noted that Paul Lukert, their branch manager, relocated, which brought opportunities for growth and new members within their company. The transitioning positions of their staff members was discussed. Specifically, Josh Clark was promoted from Production Manager to Account Manager. It was noted that VerdeGo Landscapes are there to hopefully continue their partnership. They asked the Board to reach out with any questions. It was also noted that the proposal for two pine trees will be retracted and updated because there is only one pine tree.

SEVENTH ORDER OF BUSINESS**Discussion of Pickleball Court Layout**

Ms. Reynolds opened the discussion of the pickleball court layout. She doesn't think it is in their best interest as a Board to use funds toward the update to turn the tennis court into four pickleball courts. She added that there could be things that are coming along from a capital reserve standpoint that they should focus their money on. She noted she doesn't think they should move forward with either of the designs or considerations. Ms. DeMarco provided an update on the reservations stating it seems the problems have stopped since the changes were made. She did ask the Board to consider better quality nets. Mr. Largan stated spending \$50,000 to redo the courts wouldn't be in their best financial interest as a community. He agreed that upgrading the pickleball

August 11, 2025

Bartram Springs Community Development District

nets would appease the pickleball players. Ms. McKinney stated at some point they are going to need to resurface the court, which she suggested maybe then they could look into changing it. She doesn't think it's a good idea to spend that right now. Mr. Nierengarten agreed with Ms. McKinney about looking into this change when they resurface the court in the future. He thinks upgrading the nets with something better would be a compromise. Mr. Brighton agreed with Ms. McKinney as well to revisit this item when they resurface the courts in the future. It was concluded that they will not report any proposals regarding the ball courts, and they will revisit this item at a later time.

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

Mr. Oliver stated the District has an agreement to have marketing revenue. He explained that they budget to receive about \$20,000 a year. For the period from April 1st to June 30th, they received \$5,501.

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 no updates but offered to take any questions. Mr. Nierengarten asked if the waiver they discussed was difficult to accommodate. Mr. Haber responded that he doesn't think it will be difficult. He noted that he has not prepared it. Mr. Nierengarten asked if Mr. Haber thought they could have something when they do the policy changes next month. Mr. Haber responded yes.

B. Engineer

The District Engineer was not on the line.

C. District Manager – Goals & Objectives

Mr. Oliver explained that this item is based all special Districts being required to set up goals and objectives and working with counsel. He further explained that they came up with goals and objectives a year ago. By complying with and meeting these goals and objectives, they meet

August 11, 2025

Bartram Springs Community Development District

the standards that are placed upon them through Chapter 190 and other different statutes. He stated that they are trying to meet this requirement by approving this by October 1st.

On MOTION by Mr. Nierengarten, seconded by Ms. Reynolds, with all in favor, the Goals & Objectives, were approved.

D. Amenity Management & Field Operations

1. Report

Mr. Glynn thanked the Supervisors for all their support, input and assistance with the JPA project. He also thanked Ms. DeMarco for the wonderful events, how the lifeguards have been this summer, and the way the amenity center is run. He stated it has been great and the feedback they receive on Ms. DeMarco is wonderful. He thanked Mr. Durnan for being on top of the RFP, the benches, the park and managing vendors. He thanked Ms. Dunham stating she has done a wonderful job this year and has stepped up a whole level. He thanked his entire team for all they have done and the Board of Supervisors for their support.

Ms. DeMarco reviewed the Amenity Managers Report. She discussed the lifeguards as well as the past and upcoming events. She thanked everyone for their feedback and support.

Mr. Durnan discussed a couple of items they completed regarding repairs and replacements. They got a new AC installed in the flex room. They knocked out the Paver Project. They teamed up with RMS and polished up the rocks up front and pulled weeds. He explained that they are moving very swiftly and smoothly through their day to day items. Ms. Reynolds stated the paver project looks fantastic. She asked if the pavers can be engraved. Mr. Durnan responded yes; absolutely. He explained that they are in between two companies right now. He discussed the engraving process.

Mr. Brighton recommended to make sure once they have the stencil plan finalized, to get it out to the community because the whole reason they are doing this is for people to honor Veterans Park. He also noted that he and Mr. Glynn were discussing medallions and statues.

Ms. Reynolds noted that there were a finite amount of pavers. She suggested when they do a blast to the community regarding the Paver Project, they let them know the pavers are available and a timeframe. She stated they did a phenomenal job on the monument, the weed removal, and the pressure washing of the stones at the front. She also suggested that GMS purchase some fishing

August 11, 2025

Bartram Springs Community Development District

waders because one of GMS's maintenance individuals got in the water and had several leeches on them.

Mr. Nierengarten stated GMS has did an amazing job. He noted his appreciation for GMS seeing something that needs to be done, and they address it by going above and beyond. He thanked GMS.

GMS recognized the staff member of the month, Analiz Cedeno De La Cruz, who is Lead Camp Counselor and is recognized for making a lasting impact on the program.

Ms. DeMarco discussed the Summer Camp's success. She requested to do a full report and slide presentation at the next CDD meeting.

2. Program Revenue Share

Ms. Reynold's questioned a possible typo on the Amenity Athletics revenue share for fall soccer. Ms. DeMarco responded that she will get with Mr. Glynn and review this. She asked the Board if they would like to have the rosters at each revenue share at each CDD meeting. Ms. Reynolds responded yes. Mr. Nierengarten suggested sending it in an email would work. Ms. Reynolds complimented the presentation layout of the revenue share. Ms. DeMarco pointed out that she added two revenue shares, which they will see in next month's report. Mr. Nierengarten reminded the Board that the idea behind the revenue share was to recoup the monies spent for upgrading and maintaining the fields and it looks like they are getting 100%. He explained that as far as what they ask for revenue share, GMS provides that and meets the mark. Ms. Reynolds pointed out that, again, more non-residents are utilizing the fields than residents. June's revenue share is \$26,780.06.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Largen didn't have any specific requests.

Mr. Brighton complimented the Summer Camp and lifeguards stating they did a phenomenal job on both. He pointed out that the median light post need to get cleaned and painted at Racetrack. He proposed new seasonal banners at the light posts. He noted the parkway curbs and gutters need to be cleaned/pressure washed. He proposed checking out volleyballs. He also pointed out that the dog park needs maintenance because of safety and landscape issues.

August 11, 2025

Bartram Springs Community Development District

Mr. Nierengarten requested for GMS staff to receive an appreciation award to total \$10,000 going to the managers and \$100 gift card to all other staff members. The other Board of Supervisors agreed to this request. Mr. Nierengarten will work with staff.

On MOTION by Mr. Nierengarten, seconded by Ms. Reynolds, with all in favor, the Staff Appreciation Program and Direction for Staff to Work with Mr. Nierengarten, was approved.

Ms. McKinney stated everything is great and everyone has did a wonderful job. She pointed out that the Summer Camp offered nothing but great things. She also was glad the back to school event worked out.

Ms. Reynolds complimented GMS on the Summer Camp and the Back to School event. She stated GMS continues to do a great job. She pointed out that communication is key and if they continue to communicate effectively and keep letting the community know exactly what the events are that is going on, it is great. She noted how important it is to receive feedback from residents. She discussed implementation of QR codes for resident feedback and community information. She discussed changing the fountain colors and decorations. She also discussed Supervisors providing feedback from residents. She noted that they need to minimize sales tax purchases and use tax exemption whenever possible. She recommended looking at JEA taxes and other miscellaneous vendors as discussed. She suggested keeping Board meetings under three hours and have a workshop on the same day. She doesn't feel they should be paid if they are held on the same day. She provided a JEA update. JEA underground project will be funded by COJ through working with Councilman Arias office.

Resident commented on the landscape and noted a broken limb that continues to hang at front entrance.

TWELFTH ORDER OF BUSINESS

Financial Statements

A. Balance Sheet as of June 30, 2025 and Statement of Revenue & Expenditures for the Period Ending June 30, 2025

Mr. Oliver presented the unaudited financials. The Capital Reserve Fund is at \$287,000.

B. Assessment Receipt Schedule

Mr. Oliver stated the District is 100% collected.

August 11, 2025

Bartram Springs Community Development District

C. Approval of Check Register

Mr. Oliver presented the check register totaling \$115,213.98 for Board approval. Discussion ensued on Kutak Rock's invoices; Mr. Haber confirmed Kutak Rock is up to date.

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

THIRTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 8, 2025
at 6:00 p.m. @ Bartram Springs Amenity
Center**

Mr. Oliver stated the next scheduled meeting is September 8, 2025 at 6:00 p.m. @ Bartram Springs Amenity Center. It was noted that they will rank at the October 13, 2025 meeting.

FOURTEENTH ORDER OF BUSINESS Adjournment

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

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

DocuSigned by:

Jim Oliver

D1BA5E5E7410410...

Secretary/Assistant Secretary

Signed by:

[Signature]

60806ED3BAF5480...

Chairman/Vice Chairman