

MINUTES OF MEETING
BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, September 8, 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

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Brandon Marcinell	District Engineering
Paul Stratton	Field Operations Manager
Terry Glynn	GMS
Danelle DeMarco <i>by phone</i>	GMS
Lori Dunham	GMS
Matt Biagetti	GMS
Rich Gray	GMS
Alison Mossing	GMS
Brian Wackes	VerdeGo Landscapes
Brent Behrens	VerdeGo Landscapes

The following is a summary of the actions taken at the September 8, 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. Four Supervisors were in attendance constituting a quorum.

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SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver opened the audience comment period.

No audience comments were made.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 11, 2025 Meeting

Mr. Oliver presented the minutes from the August 11, 2025 Board of Supervisors meeting and asked for any comments, questions, or corrections. Mr. Nierengarten noted one change on page seven of the August 11, 2025 minutes to add that the appreciation award is NTE \$10,000 total.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, the Minutes of the August 11, 2025 Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates

Mr. Oliver stated as a unit of government, they are required to have a financial audit done each year and the Board selected Grau & Associates. The engagement letter is for \$3,700, which is what was budgeted in the Fiscal Year 2026 budget.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, the Engagement Letter with Grau & Associates, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Amenity Center Policy Update *(will be sent under separate cover)*

Mr. Nierengarten provided an update on this item. He stated they have the Word document and the Excel spreadsheet of all the different things they discussed in the two policy meetings. He noted they will red line that. Mr. Oliver suggested that it will be helpful for Mr. Haber to see it first and then they can provide a red-line version to all the Supervisors and staff and bring it back. Mr. Nierengarten stated they should have this for review so they can make changes before the next meeting.

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SIXTH ORDER OF BUSINESS**Consideration of Concrete Repair Proposals
(dumpster/sidewalk amenity center)**

Mr. Glynn stated that it has come to their attention that there's been a lot more lifting and damage to the concrete pad and the sidewalk at the amenity center. He presented repair proposals for the Board to consider. After Board discussion, they decided to accept the proposal from All American Concrete for \$4,895.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, the Concrete Repair Proposals (dumpster/sidewalk amenity center), was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Agreement Renewal with
Happy Hoops**

Mr. Oliver presented this item to the Board. The Board agreed to the agreement renewal with Happy Hoops subject to final review by Supervisor Nierengarten.

On MOTION by Mr. Nierengarten, seconded by Ms. Reynolds, with all in favor, the Agreement Renewal with Happy Hoops Subject to Final Review by Supervisor Nierengarten, was approved.

EIGHTH ORDER OF BUSINESS**Discussion of Landscape RFP**

Mr. Oliver stated they started the RFP process a couple of meetings ago. He noted they received eight responses back for the RFP. He pointed out that when they look at the pricing, it's very competitive pricing. He explained that of the eight different prices, seven of them are very tight. He provided a score sheet based on the evaluation criteria that the Board approved. He further explained that when they rank these proposals at their October meeting, they will want to rank them based on the different criteria. He noted that everything on there is subjective except for the actual pricing. He asked the Supervisors to not to have contact with the other companies.

NINTH ORDER OF BUSINESS**Staff Updates**

There being no comments, the next item followed.

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

Mr. Haber had no updates but offered to take any questions.

B. Engineer

Mr. Marcinell stated he was not aware of any open reports that is required by them at this time. Ms. Reynolds asked if the City of Jacksonville and JEA was working with them. Mr. Glynn stated he sent Mr. Marcinell an email from TECO about the upcoming eight inch gas line installation. He explained that it is going to be underground construction. He added that they wanted to know about easements, weight loads, culverts, etc.

Mr. Haber stated engineering will need to help. He noted that TECO has the right of eminent domains even though it's a private company if they plan on taking or impacting property for a public use for one of their gas lines. He asked to please make sure that to the extent they are impacting CDD property for the project, they are not granting any rights or easements away without ensuring that any compensation that the CDD is due is provided.

VerdeGo provided a quick landscape report. They stated that they are still in their weekly services. They noted that there was a big rainstorm two weeks ago. They submitted pictures and videos of items they worked on versus what they couldn't work on in order to avoid damages to the turf. They pointed out that unfortunately they had some more rain today. They explained that the crew worked on mowing the amenity center and started detailing shrubs and spraying bed weeds. They stated the once a month service commenced today. With the weather, they are working around it and they will continue to monitor as needed. They pointed out that the flowers are still looking great. They aren't due for the next rotation until late October, early November. They got their monthly inspections done. They noted that over the weekend Paul sent a message that they have another irrigation break on the corner. They will repair this on Thursday.

C. District Manager

Mr. Oliver stated they made a contribution for FY 2025 to the capital reserves, and it was an increase of \$175,000 that was deposited in July. He also stated that as they went through the budget process, they discussed the fact that the District will be able to transfer \$97,000 from the excess funds and the debt service fund into the general funds.

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D. Amenity Management & Field Operations

1. Report

Mr. Glynn provided an update from the JEA on the construction distribution line project. He explained that they sent a letter to let them know that because of the CDD and the communities efforts, Bartram Springs will not have to absorb the \$62,000 construction cost. He explained that Councilman Arias's office is going to be absorbing those costs, which is great for the entire District.

Ms. Dunham provided a slideshow presentation of the weekly Summer Camp Program as well as the financial success.

Mr. Glynn presented the field operations report. He noted they have several big projects. They are working on a warranty for the west water feature motors, a bunch of repairs, maintenance and ongoing things. He noted that now that summer camp is over, they can dig into the flex room and get it squared away, painted and cleaned up. He added that they are going to do more soundproofing there. He concluded the field operations report. Ms. Reynolds asked if they have a count for the babysitting class that's coming up. She also asked when they are cutting off enrollment for that. Ms. DeMarco responded she hasn't checked in yet, but she will do that tomorrow. She added that she can usually keep open enrollment up until the day before and then accommodates the online portion for the residents. She noted that they still have some time.

2. Program Revenue Share

Mr. Oliver stated in terms of the revenue sharing report, there were no changes since last month.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

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

Mr. Largen thanked GMS for their attentiveness and willingness that their whole team has shown to impact their community in such a positive manner. He stated he has noticed a huge change. He noted the GMS team has did a phenomenal job and he appreciates the effort that they all put in.

Mr. Nierengarten stated everything looks great and everybody is happy. He stated there were a lot of good things coming from the residents. He stated Amenity Athletics were finalizing

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their plan right now. He asked if they had anything. Mr. Oliver responded that they want to increase the rates like everything else that's linked to inflation and cost of living. Mr. Nierengarten stated he will continue to work with them. He asked if they would do another annual security meeting. Mr. Oliver responded yes; they will plan on adding this to the agenda.

Ms. Reynolds stated GMS staff did a great job on the Summer Camp. She noted they appreciate their attention to detail around the property. She introduced Paul Stratton as the new Field Operations Manager. Ms. Reynolds asked if they have received any official word whether the current situation of the incident that occurred at the clubhouse is still pending active investigation or if the case is closed. Mr. Oliver responded that Matt spoke with JSO today and the case has been closed. She stated that she didn't want staff to think she is looking over their shoulder every time she knocks on the door or walks into the office. She explained that she is there because she lives there, works there, and does all the things there, which is why they see her so frequently. She noted her appreciation for staff welcoming her into the office every time they see her. She pointed out that consistency and communication are key to having everything run smoothly. She added that she sees staff working hard all the time. She pointed out that she thinks the sauna needs to be on their list for capital reserves next year.

A resident commented that Supervisors and staff are doing a good job managing. He noted his appreciation for everything they are doing.

A resident commented that she is very impressed with how the CDD operates here and she loves this community. She noted her appreciation for everything the Supervisors and staff are doing. She added that she was impressed with the accomplishment with JEA. She thanked everyone.

A resident commented that this community is great. She stated it's so fun to work the Summer Camp and she looks forward to it every year. She added that the counselors this year were stellar, and it was a great summer. She thanked everyone.

TWELFTH ORDER OF BUSINESS

Financial Statements

A. Balance Sheet as of July 31, 2025 and Statement of Revenue & Expenditures for the Period Ending July 31, 2025

Mr. Oliver presented the unaudited financials. The capital reserve fund balance is \$426,000.

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B. Assessment Receipt Schedule

Mr. Oliver stated the District is 100.32% collected.

C. Approval of Check Register

Mr. Oliver presented the check register totaling \$163,511.12 for Board approval.

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

THIRTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 13, 2025 at
8:30 a.m. @ Bartram Springs Amenity Center**

Mr. Oliver stated the next scheduled meeting is October 13, 2025 at 8:30 a.m. @ Bartram Springs Amenity Center.

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.

Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman