

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, October 13, 2025 at 8:30 a.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
Taner Nierengarten <i>by phone</i>	Supervisor
Joseph Largen	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Pong Lanh <i>by phone</i>	Matthews DCCM District Engineering
Terry Glynn	General Manager
Danelle DeMarco	Amenity Manager
Lori Dunham	Assistant Manager
Matt Biagetti	GMS
Andy Antonopoulos	Operations Manager
Brian Wackes	VerdeGo Landscapes
Brent Behrens	VerdeGo Landscapes
Bland Representatives	
Brightview Representatives	
Greenery Representatives	

*The following is a summary of the actions taken at the October 13, 2025 Bartram Springs Community Development District Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 8:30 a.m. and called the roll. Four Supervisors were present in person constituting a quorum. Mr. Nierengarten joined by phone.

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

Mr. Oliver opened the audience comment period.

Resident commented he hopes this is an anomaly doing the meeting at 8:30 a.m. as not everyone can come due to work. Resident asked about the pickleball nets.

**THIRD ORDER OF BUSINESS****Approval of Minutes of the September 8, 2025 Meeting**

Mr. Oliver presented the minutes from the September 8, 2025 Board of Supervisors meeting and asked for any comments, questions, or corrections.

On MOTION by Ms. Reynolds, seconded by Mr. Largen, with all in favor, the Minutes of the September 8, 2025 Meeting, were approved as amended.

Mr. Oliver asked for a quick update on the pickleball nets. Mr. Glynn stated since Andy has come on board they have been working with Eric on what the best kits would be for the nets, upgrading the nets, posts or frames. Timeline is in the next month.

Ms. Reynolds asked the resident if that was a sufficient answer. The resident noted he has submitted multiple times about getting it realigned and understands it a cost issue. The condition of the nets is to the point where they can't be used. Hopefully the minimum cost is what GMS has already talked about, \$2,000 per net is sufficient. He provided photos of the nets in the shape they are in now.

**FOURTH ORDER OF BUSINESS****Consideration of Landscape Maintenance Proposals**

Mr. Oliver stated today the Board will rank the proposals using the evaluation criteria that the Board adopted as part of the RFP package. Ms. Reynolds opened up Board discussion. Board members announced their scores based on selection criteria and approved the landscape maintenance proposal from BrightView. Vice-Chair McKinney will work with staff to ensure a smooth transition from VerdeGo to Brightview.

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On MOTION by Ms. Reynolds, seconded by Mr. Largen, with all in favor, Landscape Maintenance Proposals – Letter of Intent to Award to BrightView, was approved.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Proposals**

#### **A. Amenity Center Painting**

Mr. Antonopoulos stated the whole flex room including ceilings, baseboards, trim around the doors and the hallway are all included. He is working on installing more sound proofing on the walls to reduce vibration sound. They will stay with the same color as the meeting room. Mr. Glynn noted Titos painting proposal was for \$8,833, IBIS was \$3,760, and Blessing was \$4,300.

On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the IBIS Painting Proposal for Flex Room to Match the Color of Meeting Space for \$3,760, was approved.

#### **A. Amenity Center Irrigation (East Entry/Exit)**

Mr. Glynn reviewed the proposals for amenity center irrigation repair. Brightview with a NTE of \$1,700. He noted it is a rerouting of the main line.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, Brightview's Amenity Center Irrigation Main Line Repair, \$1,700, was approved.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Amenity Policy Update**

Supervisor Reynolds asked Supervisor Nierengarten to send the Supervisors the updated policies to analyze one last time to make sure everything the Board has discussed is included.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Updates**

There being no comments, the next item followed.

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

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

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**B. Engineer**

Mr. Lanh didn't have anything to report.

**C. District Manager – Review of Fiscal Year 2025 Goals & Objectives**

Mr. Oliver stated during the legislative session of 2024, the Florida State legislature passed a bill which required all special Districts in Florida, including CDDs to prepare goals and objectives for the District and then a year later, by December 1st of the following year to compare their performance against those goals. The District was fully compliant with their goals and objectives and those will be posted on the website.

**D. Amenity Management & Field Operations****1. Report**

Mr. Glynn provided the Field Operations Report on page 38 of the agenda package. He formally introduced Andy Antonopoulos. Councilman Arias and Evan will be at the November meeting. Will look for update and coordinate oversee.

Ms. DeMarco reviewed the Amenity Managers Report on page 38 of the agenda package. She discussed light pole holiday banners that represents the whole season and class of 2026 banners. Four double sided banners are \$465. Go with the third printout. Ms. Reynolds asked for a quote for senior picture banner Class of 2026, parent potentially pays half. Installation of posts with Edison bulbs at the event field was discussed. Community garage sale is moving forward rain or shine. Other matters discussed include the long-term plan for a path to the school, saunas shut down due to fire risk and safety – will have 2 proposals for the next meeting, the gutter and curb pressure washing after road painting is finished.

**2. Program Revenue Share**

Ms. DeMarco stated the fall soccer revenue was given to the Board and rosters were submitted. YTD \$26,780.

**NINTH ORDER OF BUSINESS****Supervisor's Requests and Audience Comments**

Mr. Largen thanked everyone for going through the landscape proposals.

Ms. McKinney thanked staff for the amazing events, excited for fall activities.

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Mr. Nierengarten excited for the fall activities. Thanked staff for switch out the fountain to orange, looks good. Working on policies for the next meeting. Asked someone to help with landscape transition. Supervisor McKinney will help with landscape transition.

Mr. Brighton asked for an update from St. Johns County on the light poles. Mr. Glynn noted St. Johns says it will be in the spring. RMS and 2 others to provide a quote for pressure washing the street lights. In conversations with Lee Durbin about the school zones. They are meeting tomorrow with JSO. There is a monthly meeting with JSO and DCPS discussed school traffic issues. This agenda item will be added to it. That meeting is October 14<sup>th</sup>. They mentioned trimming all the trees that are by the flashing lights, the 50 mile an hour signs and the newly installed crosswalk signs. He suggested if possible, putting up lighting on palm trees and roundabout palms? There is a proposal for regular 120v lighting and will have 2 more proposals by the next meeting. The dog park is closed – the mulch vendor will be coming back with mulch.

Ms. Reynolds asked if they would be mulching and putting pine needles on the berms sooner than later. Mr. Glynn noted the first priority is to get the beds cleaned up and prepped then mulched. It should be done within 60 days. Would like weekly updates from an operations and maintenance standpoint. Appreciated the effort from the Board and staff on the landscape RFP. GMS to watch BrightView & contract. Would like to see a Bunco night and another fitness class.

## **TENTH ORDER OF BUSINESS**

### **Financial Statements**

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

Mr. Oliver presented the unaudited financials through the end of August. There is a positive variance of about \$21K in the general fund. The capital reserve balance is \$427,805.

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

Mr. Oliver stated the District is fully funded for FY25. Property tax bills will go out November 1<sup>st</sup>, and we will start the collection process over. Typically, you are about 50% collected by mid-December, so you will be fine with revenues

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

Mr. Oliver presented the check register totaling \$179,811.47. Ms. Reynolds had several questions regarding the check register.

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

**ELEVENTH ORDER OF BUSINESS**

**Closed Session: Security Cameras**

Mr. Oliver stated there are no members of the public present and asked for a motion to open the closed session.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, to Open the Closed Security Session, was approved.

The Board entered the closed security session.

Mr. Oliver asked for a motion to close the closed security session and re-enter the regular Board meeting. The Board tabled security consideration to bring back changes to the next meeting with additional coverages, technology and presentations by the firms.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, to Close the Closed Security Session, was approved.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – November 10, 2025  
at 6:00 p.m. @ Bartram Springs Amenity  
Center**


Mr. Oliver stated the next scheduled meeting is November 10, 2025 at 6:00 p.m. @ Bartram Springs Amenity Center.

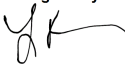
**THIRTEENTH ORDER OF BUSINESS**

**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