

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, December 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
Joel Brighton	Supervisor
Taner Nierengarten	Supervisor
Joseph Largen	Supervisor

Also present were:

Matt Biagetti	District Manager
Wes Haber <i>by phone</i>	District Counsel
Kyle Magee <i>by phone</i>	District Counsel
Pong Lanh <i>by phone</i>	District Engineer
Terry Glynn	GMS
Danelle DeMarco	GMS
Lori Dunham	GMS
Andy Antonopoulos	GMS
Daniel Bauman	Brightview
Mark Moody	Contractor's Choice

The following is a summary of the actions taken at the December 8, 2025 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.

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SECOND ORDER OF BUSINESS

Audience Comments

Mr. Biagetti opened the audience comment period for agenda items only.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 10, 2025 Meeting

Mr. Biagetti presented the minutes from the November 10, 2025 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes to the minutes.

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

FOURTH ORDER OF BUSINESS

Discussion of Landscape Transition

Mr. Bauman provided the Board an overview of projects completed and what to expect during the landscape transition.

FIFTH ORDER OF BUSINESS

Consideration of Proposals:

A. Pressure Washing

Mr. Glynn received three proposals for pressure washing from RMS at \$6,200, 904 Pressure Washing at \$4,800 and Mr. Clean Roof at \$3,600.

On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, the curb and gutter pressure washing quote by Mr. Clean Roof for \$3,600, was approved.

Mr. Nierengarten asked Mr. Glynn to find out what the plan is for maintenance of traffic.

B. Sauna Repairs (presented by Mark Moody)

Mr. Moody CEO of Contractor’s Choice introduced himself and provided an overview of what he seen on his last visit before the sauna was shut down. The total repair would be \$31,616.

Ms. Reynolds opened up audience comments regarding the sauna repair.

Resident sated even though it wasn’t maintained, this was inevitable.

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Resident stated the described door sounds great. Current door doesn't have a good seal. Feels the benches are worn.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, the Sauna Repair Quote by Contractor's Choice subject to final approval delegated to the Chair – removing sales tax, bucket & ladle, and lumber price adjustment, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Amenity Policy Update

The Board discussed suggested amenity policy revisions. They will send comments to Danelle by December 31st. Counsel and staff will review what changes will need to go to a rate hearing. They need to send a notice and include it in the next meeting. Add at the very end of the definition of guests that a guest over 5 years old for card punching. Mr. Nierengarten asked who feels the verbiage should be changed to allow for both gazebos to be rented at the same time? The Supervisors will look at the red lines and see if they have anything that they want to bring up at the next meeting.

Ms. Reynolds motioned to change the wording that both gazebos can be rented at the same time, with no second, the motion failed.

Mr. Biagetti stated the rate hearing itself is for them to determine at the January meeting or consider that they finalize what the rates will be as that is what gets publicized. There is a 35-day notice that needs to be put out. It might be at the March meeting that they have the rate hearing.

SEVENTH ORDER OF BUSINESS

Discussion of:

A. Camp Fees

Ms. DeMarco stated for camp fees they are currently at \$175 per week for a resident child and \$200 per week for a nonresident child. Mr. Nierengarten noted the increase would be to have more staff and activities. Danelle suggested increasing to \$200 and \$225. The Board decided on \$200 for residents and \$250 for nonresidents.

On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the Summer Camp Rates of \$200 per resident and \$250 non-resident, were approved.

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B. Staffing Hours

Ms. DeMarco provided an update of the staffing structure.

C. Renewal Agreement with Maze Fitness

Ms. DeMarco discussed Maze Fitness. She moved to Pensacola but has hired an instructor that does personal training in the fitness center. She asked to continue with the program as Maze Fitness rather than her there. The agreement wouldn't be with her but with Maze Fitness. The personal trainer has been vetted.

On MOTION by Mr. Nierengarten, seconded by Ms. Reynolds, with all in favor, the Renewal Agreement with Maze Fitness, was approved.

EIGHTH ORDER OF BUSINESS

Staff Updates

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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

B. Engineer

Mr. Lahn had nothing to report.

C. District Manager

Mr. Biagetti reminded the Board of the required ethics training by the end of the year.

D. Amenity Management & Field Operations

1. Report

Mr. Glynn reviewed the Operations report starting on page 58 of the agenda package.

Ms. DeMarco reviewed the Amenity Management report on page 48 of the agenda package. Mr. Antonopoulos reviewed the Field Manager's report.

2. Program Revenue Share

Mr. Biagetti stated the program revenue share for October was \$8,897.36.

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TENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Brighton spoke about the pergola options and repair. Mr. Glynn has already contacted one contractor, will get two more quotes. Pressure washing school zone signs. Asked for pictures of irrigation repairs. Find an instructor to do water exercise. Board should have subjectivity on smaller vendor revenue share. Asked for a better conference phone.

Mr. Nierengarten stated reduced residents attending meetings shows positivity. Asked Supervisors to send policy comments to Danelle by December 31st. Email to amenity about rotating the fields for football, put on notice before the season starts.

Ms. McKinney stated a resident would like to have monthly Bunco in social room. Info accessibility on amenity website. Agrees to revenue share decrease, and lack of resident suspensions is positive.

Mr. Largen stated tree and holiday decorations look great. Agrees with decreased revenue share. Glad to have sauna rep. Surprised how many people use it.

Ms. Reynolds noted getting tree for next year. Have to fix the fountain. Great update on the Marty Bench, notify the community of it. Insignia on flag pole, hasn't seen anything of substance. Send examples to the Board. Resident requested updating some of the playground equipment. Reminded the Board of December 31st to have policy and procedures ready. Looking forward to end of year project for senior banners.

Mr. Biagetti stated they are out of warranty on the floor. The warranty was a period of two years from date of completion for workmanship and material. This flooring was completed in February 2021.

ELEVENTH ORDER OF BUSINESS Financial Statements

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

Mr. Biagetti presented the unaudited financials through October 31, 2025. This is the first month of the fiscal year. There is a positive variance.

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B. Assessment Receipt Schedule

Mr. Biagetti stated the District is 13.32% collected. At the end of this month heading into December those assessments from the November 1st tax bill will start rolling in. The District is in great financial health.

C. Approval of Check Register

Mr. Biagetti presented the check register totaling \$137,462.03.

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

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – January 12, 2026 at 6:00 p.m. @ Bartram Springs Amenity Center

Mr. Biagetti stated the next scheduled meeting is January 12, 2026 at 6:00 p.m. @ Bartram Springs Amenity Center.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, 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