

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, March 9, 2026, at 6:02 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
Joseph Largen	Supervisor

Also present were:

Matt Biagetti	District Manager
Wes Haber <i>by phone</i>	District Counsel
Mike Silverstein <i>by phone</i>	District Engineer
Terry Glynn	General Manager
Danelle DeMarco	Amenity Manager
Andy Antonopoulos	Operations Manager
Lori Dunham	Assistant Amenity Manager
Daniel Bauman	Brightview

The following is a summary of the actions taken at the March 9, 2026, Bartram Springs Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 6:02 p.m. and called the roll. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Biagetti opened the audience comment period for agenda items only. There were no audience comments.

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THIRD ORDER OF BUSINESS

Approval of Minutes of the February 9, 2026, Meeting

Mr. Biagetti presented the minutes from the February 9, 2026, Board of Supervisors meeting and asked for any comments, questions, or corrections. A correction was noted to change “Mr. Broom” to “Mr. Bloom” throughout the document. Additionally, under Item D page 5, two references to “Ms. DeMarco” were corrected to “Mr. Glynn.” With these revisions noted, a motion was made and seconded to approve the minutes as revised.

On MOTION by Ms. Reynolds, seconded by Mr. Largen, with all in favor, the Minutes of the February 9, 2026, Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

Consideration of Agreements:

A. Zumba Agreement

Ms. DeMarco presented a proposal to introduce a new fitness class (Zumba) led by an instructor who has received positive feedback from nearby communities. The instructor proposed a \$5 drop-in model with potential package pricing and flexibility in scheduling. The Board discussed pricing structure, participation levels, and whether to implement a revenue-sharing model or flat usage fee for vendors. Concerns were raised about consistency across vendor agreements and avoiding excessive administrative burden, as well as ensuring fairness and not discouraging small providers. While broader policy considerations remain for future discussion, the Board agreed to move forward with this instructor to begin offering classes.

On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the Zumba Agreement, was approved.

B. Polling Place Agreement with Duval County Supervisor of Elections

Mr. Biagetti stated this agreement was with the Duval County Supervisor of Elections to utilize the facility as a polling location for upcoming elections. The agreement included specified dates in 2026 and 2027 and was noted to be a long-standing arrangement for the community.

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On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the Polling Place Agreement with Duval County Supervisor of Elections, was approved.

FIFTH ORDER OF BUSINESS

Staff Updates

There being no updates, the next item followed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber provided a legislative update, highlighting two key items that may impact CDDs. The first is a proposed amendment to Chapter 190 that would introduce a recall process for Board members, allowing residents to initiate a recall if a member commits certain specified violations. While the threshold for such action is high and tied to serious misconduct, the measure appears likely to pass due to issues that have arisen in other districts.

The second item would allow CDDs to advertise meetings directly on their own website, eliminating the need to coordinate with counties for public notice and reducing associated costs. Additionally, ongoing discussions regarding sovereign immunity were noted, though no changes expected at this time.

B. Engineer

Mr. Silverstein provided an update regarding meeting attendance practices, noting that his team typically presents their report and remains available as needed if additional items arise later in the meeting. He also informed the Board that the 2026 Annual Engineer's Report, due July 1, will be initiated earlier this year, with inspections anticipated to begin in early May to avoid last-minute delays experienced previously.

Additionally, the Board discussed ongoing communications related to underground utility work. While updates have been received from TECO, there has been no recent communication JEA. Staff noted that permitting is in progress, with some approvals already obtained, and that they are coordinating to confirm all work remains within existing utility easements and does not require District action. With no further items, the District Engineer was excused from the remainder of the meeting.

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C. Landscape Report

Mr. Bauman provided updates on recent and ongoing maintenance activities, noting improvements such as debris removal, trimming of frost damage material, and continued cutbacks of plant material, with some trimming delayed due to recent cold weather conditions. Mulching and hybrid seeding efforts are underway, though minor delays have occurred due to equipment issues. Leaf removal remains an ongoing challenge, with crews actively collecting, staging, and hauling debris as efficiently as possible.

Additional updates included irrigation repairs, application of growth regulators to maintain plant appearance, and preparation for seasonal turf improvements, including aeration and fertilization once soil temperatures stabilize. The contractor also noted minor site observations, such as a damaged fence post and areas with exposed roots, which will be further evaluated. Board members provided feedback on irrigation performance, leaf management practices, and safety concerns related to surface roots, with potential solutions such as grading adjustments discussed. Overall, the Board expressed appreciation for recent improvements and ongoing maintenance efforts.

D. District Manager

Mr. Biagetti provided an update primarily for audience members, noting that a budget workshop was held prior to the meeting where the Board and staff began early discussions on the upcoming budget. The goal is to review areas where last year's budget may have been exceeded and proactively plan adjustments. While the preliminary budget is scheduled for approval at the May meeting, the Board will still have flexibility to make revisions through the final adoption in July.

Board members requested that staff also review agreements with smaller vendors, particularly regarding contract language and potential fee structures for use of District facilities. Additionally, Mr. Biagetti reported on research into Comcast agreements, noting that the current revenue-sharing arrangement is unique to the community and originated with the developer, with some modifications made over time.

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E. Amenity Management & Field Operations

1. Report

Staff provided updates on ongoing operational and capital initiatives. Coordination continues with District counsel and engineers regarding the TECO/JEA project, though no recent updates have been received and activity is not expected until at least last year. Staff is reviewing existing agreements to identify cost savings, including reallocating unused funds toward maintenance, irrigation, and landscape improvements.

Capital projects in progress include pergola replacement options (to be presented next meeting) and security/camera upgrades. Four vendors are being evaluated for security systems, with plans to present options to the Board for direction before finalizing specifications.

The wading pool canopy was identified as needing repair or replacement. Options range from minor repairs to full replacement. Given mixed resident feedback, the Board expressed interest in exploring modernized shade solutions rather than a direct replacement. Interim repairs to stabilize the structure were authorized.

Staff also highlighted improved collaboration and encouraged ongoing communication to identify maintenance issues early. Administrative updates include completed policy/procedure updates and website improvements with rental forms and documentation now accessible online.

Upcoming events included movie night, bingo, spring break activities, and an Easter event. Staff noted logistical challenges with large events due to parking and is exploring relocating major events to the athletic fields for safety and space, though concerns were raised about shade, access control, and nonresident participation.

Operational concerns included unauthorized field use, prompting discussion around increased weekend staffing for monitoring and enforcement. Additional updates included progress on graduation banners, Veterans Park pavers, and hiring for seasonal staff.

Maintenance updates included completed flooring, pool deck lighting repairs, stair safety improvements, and upcoming painting and trash receptacle installations.

SEVENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Biagetti opened the meeting for Supervisor requests and audience comments. During Supervisor requests, several updates and follow-ups were discussed. Staff reported progress on the sauna project, explaining that the original replacement heaters require 40-amp service, while the

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existing wiring only supports 30 amps. After consulting electricians and the sauna vendor, a revised solution using compatible 30-amp, three-phase heaters was identified, allowing the project to move forward without major electrical reconstruction. Staff estimated that with demolition and flooring preparation completed in advance, installation could likely be finished within approximately 30-60 days with an overall timeline of roughly six to eight weeks.

The Board also revisited several amenity improvement items. Questions were raised about the fountain including whether a larger nozzle or increased motor capacity could create a more visually prominent feature, and staff was asked to obtain updated pricing and feasibility information. Acoustic performance in the amenity space was briefly discussed, with some improvement noted after floor replacement, through microphone and sound distribution issues remain under review. Staff confirmed aquatic vegetation barriers and carp stocking program are in place and should help reduce weed growth in the ponds, though not necessarily algae. Concerns were also raised about decorative wooden neighborhood signs that are faded, dirty, or unreadable. Staff was asked to inventory the signs, determine which are CDD-owned, and evaluate whether pressure washing, repair, or replacement is needed.

Additional comments included a request to explore deterrents for ducks and geese in the pool area particularly to keep the out of water, and to ensure the slide water flow is operating at an appropriate level heading into spring break. Board members also emphasized the importance of maintaining oversight of the new landscaping contract with BrightView and ensuring vendor performance aligns with the District's expectations. Other requests included reporting damaged or unpainted utility poles to the city, continuing event and program promotion, and following up on items such as the Veterans Park pavers, graduation banners, playground roof painting, and the appearance of the veteran's field utility box. Staff also noted that no residents are currently pending enforcement action under the amenity suspension policy.

Resident asked about the current CDD assessment structure and how annual charges are calculated by lot size. Staff explained that total annual CDD assessments include both the debt service portion and the operations and maintenance portion, with the debt portion generally remaining stable while the operations and maintenance amount may fluctuate each year based on District needs. Current sample totals by lot size were provided, and staff offered to follow up directly with the resident to review whether the resident's lot had been calculated correctly for assessment purposes. The resident also asked about the JEA underground utility project, and the

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Board explained that the work is expected to occur primarily near the entrance corridor and outside the interior neighborhood streets, with no additional cost currently anticipated to the community for undergrounding.

Resident commented on several community infrastructure concerns. He explained that the small fountain was originally a budget-driven decision and noted that a larger fountain had also faced homeowner opposition due to potential noise concerns. He also shared that the City of Jacksonville’s sidewalk grinding and drainage work is often handled by contractors operating under limited funding, which can lead to incomplete or delayed work. He added that standing water and leaf buildup remain an issue in some gutter areas and observed that many homeowners continue to blow leaves into storm drains, which ultimately contributes to pond and drainage problems.

EIGHTH ORDER OF BUSINESS

Financial Statements

A. Balance Sheet as of January 31, 2026, and Statement of Revenue & Expenditures for the Period Ending January 31, 2026

Assessment Receipt Schedule

B. Approval of Check Register

Mr. Biagetti reviewed the unaudited statements through January 31, noting that the District is trending positively with a favorable variance of approximately \$35,000 when comparing revenues and expenses. The assessment collection rate was reported at 97.51% as of early March, indicating a strong payment compliance. The check register totaling \$123,912.76 was also reviewed. A Board member raised a question regarding a voided check tied to an invalid vendor number; staff clarified that the check reflected a \$0 amount and committed to providing additional details if needed. There was also a brief clarification regarding a quarterly fountain service charge, confirming it was related to routine maintenance between scheduled visits.

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

NINTH ORDER OF BUSINESS

Closed Session: Discussion of Security Cameras (will be sent under separate cover)

Mr. Biagetti noted that a closed session had been included on the agenda but determined that it was not necessary to proceed at this time.

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TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – April 13, 2026 @
Bartram Springs Amenity Center**

Mr. Biagetti stated that the next scheduled meeting is on April 13, 2026, at 6:00 p.m. at the Bartram Springs Amenity Center.

ELEVENTH ORDER OF BUSINESS

Adjournment

Mr. Biagetti 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:
Matt Biagetti
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Secretary/Assistant Secretary

Signed by:
[Signature]
60806ED3BAF6480...
Chairman/Vice Chairman