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, July 20, 2026 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
Joseph Largen	Supervisor
Taner Nierengarten	Supervisor

Also present were:

Matt Biagetti	District Manager
Wes Haber	District Counsel
Terry Glynn	GMS
Danelle DeMarco	GMS
Andy Antonopoulos	GMS
Daniel Bauman	Brightview
Juwan Dupree	Brightview

The following is a summary of the actions taken at the July 20, 2026, Bartram Springs Community Development District Board of Supervisors meeting.

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Biagetti called the meeting to order at 6:00 p.m. and called the roll. Five Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS **Audience Comments**

Mr. Biagetti opened the audience comment period for agenda items only. Residents asked procedural questions regarding when public comments could be made during the meeting, and staff clarified that comments on non-agenda CDD matters could be made during general audience comments.

Residents also asked several questions regarding the District's bond assessments, including the 2021 bond refinancing, the 2036 maturity date, and whether assessments would end once the bonds are paid. District staff explained that the debt assessment associated with the original infrastructure bonds is scheduled to expire in 2036, while the operations and maintenance assessment will continue to fund the ongoing operation and maintenance of District facilities and infrastructure. Staff also noted that community revenue from programs and events helps offset operating costs.

Additional questions were asked about the possibility of future bond issuances. Staff explained that any future bond would require Board approval, public notice, and a public hearing where property owners would have the opportunity to provide input before any assessment could be levied.

The Board recognized lifeguard William Stegman as the Staff Member if the Month. Although he was unable to attend the meeting, staff commended his reliability, strong work ethic, and consistent performance, noting that he quietly completes his responsibilities, is dependable, and is a valuable member of the lifeguard team. William was recognized with a $25 amazon gift card in appreciation of his service.

THIRD ORDER OF BUSINESS **Approval of Minutes of the June 8, 2026, Meeting**

Mr. Biagetti presented the minutes from the June 8, 2026, Board of Supervisors meeting and asked for any comments, questions, or corrections. With no comments, questions, or corrections, the Board approved the June 8, 2026, meeting minutes as stated.

> On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, the Minutes of the June 8, 2026, Meeting, were approved.

FOURTH ORDER OF BUSINESS **Staff Updates**

A. Engineer – Report

The District Engineer reported there were no engineering updates for the Board. There were no questions from the Board, and the engineer was thanked for attending the meeting.

B. Brightview

1. Landscape Report

2. Quality Site Assessment

The Brightview representative reviewed the monthly landscape report, highlighting completed maintenance activities throughout the community, including routine landscape upkeep, entrance enhancements, detail work, seasonal color, turf conditions, and the installation of fireworks displays prior to the Fourth of July. The representative also presented proposed hydroseeding areas and discussed ongoing efforts to improve turf quality.

The Board discussed expanding hydroseeding to additional areas along Bartram Springs Parkway and around the community entrance where turf remains thin. Members also emphasized the importance of maintaining irrigation in these areas and addressing tree canopies that may be limiting turf growth. Brightview agreed to review additional locations and incorporate them into the hydroseeding efforts where appropriate.

The Board requested follow-up on several maintenance items, including replacement of crape myrtles along U.S. 1, cleanup of the community entrance following utility work, trimming vegetation near school crossings before the start of the school year, and improving visibility near the new 7-Eleven entrance. Brightview agreed to coordinate with the appropriate contractors and continue monitoring these items.

The Board also discussed improving communication regarding the distribution of removed flowers to residents after landscape renovations. Staff acknowledged the need for a clearer process to ensure consistent communication among Brightview staff, and residents for future distributions. Brightview was thanked for its continued collaboration with the District and residents.

FIFTH ORDER OF BUSINESS **Consideration of Proposal from Ibis for Exterior Painting**

Mr. Biagetti reviewed a proposal from Ibis for exterior painting of the amenity facilities. Staff explained the proposal was presented for budgeting and long-term capital planning purposes only and that no action was requested at this time. The proposal would provide a cost estimate for repainting the facility exterior to match the fitness center and gazebo color scheme and could be considered alongside future projects, including furniture replacement and other facility improvements. Board members appreciated receiving the estimate in advance for reserve planning and future budget discussions.

SIXTH ORDER OF BUSINESS **Public Hearing Adopting the Budget for Fiscal Year 2027**

Mr. Biagetti presented the proposed Fiscal tear 2027 budget, noting that the Board had reviewed the budget over several months through workshops and regular meetings. The proposed budget reflected an overall increase of approximately 4% in operations and maintenance costs, driven primarily by inflation and increased contributions to the capital reserve fund to address aging amenities and future replacement needs. Staff explained that the budget is not a "use it or lose it" budget, as funds remain with discussion included projected reserve balances, assessment levels by product type, revenue sources, and the potential future impact of recently adopted state legislation regarding electronic payments and related administrative fees.

Mr. Biagetti opened the public hearing for the Fiscal Year 2027 budget and assessment adoption following a motion, second, and unanimous approval by the Board.

On MOTION by Mr. Nierengarten, seconded by Mr. Brighton, with all in favor, Opening the Public Hearing, was approved.

Mr. Biagetti stated there were no public comments received. The hearing was closed by unanimous motion and second.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2026-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Mr. Biagetti presented Resolution 2026-04, adopting the Fiscal Year 2027 budget and annual appropriations. Mr. Haber explained that the resolution serves as the formal legal action adopting the budget previously presented and outlines the process for future budget amendments. Board members discussed year-end financial projections, with staff reporting that the District was trending approximately $72,000 favorable between revenues and expenses and that any remaining surplus would carry forward without affecting the adopted budget. Following discussion, the Board approved Resolution 2026-04 by unanimous vote.

> On MOTION by Ms. Reynolds, seconded by Ms. McKinney, with all in favor, Resolution 2026-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027 was approved.

B. Consideration of Resolution 2026-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027

Mr. Biagetti presented Resolution 2026-05, imposing the special assessments and certifying the assessment roll for Fiscal Year 2027. Mr. Haber explained that the resolution authorizes both the debt service and operations and maintenance assessments and permits the assessment roll to be submitted to the Duval County Tax Collector for inclusion on the annual tax bills. Staff confirmed that required notices had been mailed to residents. Following discussion, the Board unanimously approved Resolution 2026-05.

> On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, Resolution 2026-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027 was approved.

SEVENTH ORDER OF BUSINESS **Public Hearing Adopting Revised Rules of Procedure, Resolution 2026-06**

Mr. Biagetti presented Resolution 2026-06, adopting revised Rules of Procedure for the District. Mr. Haber explained that the revisions primarily updated the rules to reflect current statutory requirements, including revised public hearing notice provisions, references to districts operating in multiple counties, clarification of newspaper publication requirements, and other administrative and grammatical changes. Mr. Haber emphasized that the amendments did not change the District’s day-to-day operations or suspension policies but were intended to ensure the rules remained consistent with current law. A motion was made and seconded to open the public hearing.

> On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, Opening the Public Hearing, was approved.

Mr. Biagetti stated there was no public comments received and a motion was made and seconded to close the public hearing.

On MOTION by Ms. Reynolds, seconded by Mr. Nierengarten, with all in favor, Closing the Public Hearing, was approved.

Following the public hearing, which received no public comments, the Board closed the hearing and unanimously approved Resolution 2026-06.

On MOTION by Mr. Nierengarten, seconded by Ms. McKinney, with all in favor, Resolution 2026-06, Public Hearing Adopting Revised Rules of Procedure, 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 provided a legislative update on several bills from the recent Florida legislative session. He discussed sovereign immunity legislation, explaining the distinction between discretionary Board decisions, which are generally protected, and failures to maintain District facilities, which may still expose the District to liability. An update was also provided on legislation requiring government entities to accept electronic forms of payment beginning January 1, 2027, noting that the District may incur minimal implementation costs and could pass along applicable credit card processing fees where permitted. Mr. Haber further reviewed recently enacted legislation regarding the recall of CDD Board members, explaining the petition and election process, while noting that the changes are unlikely to significantly affect the District. Questions from the Board were addressed throughout the presentation.

B. District Manager

Mr. Biagetti reminded the Board that annual ethics training must be completed by December 31 and noted there are no additional forms or free training videos beyond the current requirements. As the deadline approaches, staff will send reminder emails with the appropriate links. Mr. Biagetti also noted that while paid training options are available, they are not required. No further items were presented, and there were no questions form the Board.

C. Amenity Management & Field Operations – Report

Mr. Glynn thanked residents and the Board for their communication and support throughout the busy summer season. Ms. DeMarco provided a staffing update, noting three new team members have joined the amenity staff, including an experienced evening security employee, a front desk assistant, and a college intern who will assist in the office and transition into a larger role next summer. Additional seasonal lifeguards have also been hired, with weekend training scheduled through late September to maintain staffing levels as college students return to school.

The Board was updated on upcoming community events, including Shark Week, a Back-to-School Bash, food trucks, games, and efforts to bring back the annual comedy show pending the entertainer's availability.

Board members commended staff for the successful Fourth of July celebration, adult pool movie night, comedy event, and overall summer programming, noting positive resident feedback and encouraging continued staffing support to prevent employee burnout.

The Board discussed amenity programming and revenue-sharing agreements with instructors and vendors. Members reviewed fitness class participation, personal trainer policies, and the importance of supporting new programs while ensuring residents continue to receive quality services. Staff explained that replacement instructors have been secured when needed and that existing agreements allow current programs to continue without reducing resident amenities.

The Board also discussed a potential partnership with a local swim organization that could provide financial assistance for future pool improvements, including heating. Staff noted that discussions are preliminary, no agreement has been reached, and any proposal would be presented to the Board and residents for consideration before moving forward.

Mr. Glynn provided the summer camp update on behalf of Lori, the Camp Director. He reported that camp is in its seventh week, with the current them being Garden Explorers, followed by Talent Takeover and Sports Spectacular to conclude the season. Camp enrollment has remained at full capacity throughout the summer, and staff have already begun planning for next year's program by interviewing counselors and working to retain experienced staff. He also noted that staff collaborated on the upcoming Christmas in July kids' night event featuring Nick Harvey. Board members commented positively on the program, with one Supervisor sharing their child thoroughly enjoyed camp and looked forward to staying until the end of each day.

Mr. Antonopoulos provided an update on several recently completed and ongoing maintenance projects throughout the community. Recent work included replacing decorative rocks and columns at the lake gazebo, landscaping improvements at Veterans Park, sod repairs to the soccer field, replacement of a burned-out light along Bartram Springs Road, and an update on the irrigation main line project at the entrance, which is awaiting final authorization from AT&T before completion.

The report also included updates on restroom maintenance, repainting of the park and clubhouse bathrooms, replacement and painting of Club Street signage, and repairs to damage in the clubhouse caused by benches impacting the drywall. The Board discussed options to help prevent future wall damage, including protective wall features and additional security cameras. Staff noted that some repairs were completed in-house while larger drywall work was subcontracted for efficiency. The report concluded with updates that tree mulching was underway, and preparations had begun for upcoming sidewalk repairs.

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

Mr. Biagetti opened the meeting for Supervisor requests and audience comments. Residents addressed several topics. One resident discussed concerns regarding sauna operations, including access hours, privacy, and etiquette, and suggested additional cleaning and clearer rules for towel use. Another resident raised ongoing concerns about speeding within the community and asked what additional measures could be taken, prompting discussion that roadway enforcement and speed limit changes fall under the City's jurisdiction. Additional comments focused on the lack of communication from public works regarding road projects, delays in emergency 911 dispatch and county coordination, and the need for improved communication with residents. A resident also complimented the District's recreation programming and thanked staff for the activities provided to families. The Board acknowledged the comments, encouraged residents to continue reporting concerns to the appropriate agencies, and thanked those who spoke.

Supervisor Largen asked for clarification on the operating hours of the sauna and other amenity facilities, and staff confirmed the amenity center closes at 9:00 p.m. with the gym remaining accessible until 11:00 p.m. using key card access. He also noted that additional signage would be installed to clarify the hours. Supervisor Largen requested that the aerial pool and surrounding infrastructure be inspected to address deteriorating mortar and prevent larger maintenance issues. He also asked that worn basketball nets continue to be replaced, emphasized the importance of staff wearing name tags, raised concerns about peeling paint on benches near the playground to prevent injuries, and encouraged repainting benches along with the swings and playground equipment. He concluded by thanking staff for their outstanding work and recognizing the quality of District events and amenities.

Vice Chair McKinney inquired about the timing of the next seasonal flower rotation and requested a copy of the newly adopted landscaping guidelines for future reference. He also asked for an update on the park lighting project and its design progress. Additionally, he expressed concerns about the appearance of the front entrance landscaping, recommending the removal of aging knockout roses and other declining plants to improve curb appeal until a full landscape renovation occurs.

Supervisor Brighton commended staff for the positive feedback received from residents regarding District events and activities and encouraged expanding communication efforts by incorporating QR codes on signs, event notices, and other materials to improve awareness. He discussed food truck attendance, recommending a review of vendor participation, invoicing, and labor charges to ensure costs are appropriate and transparent. He also suggested future improvements to the pool deck, including additional shade structures and palm trees, while praising staff for their successful handling of the Fourth of July celebration and youth camp. Finally, Supervisor Brighton encouraged continued modernization through electronic payment options and digitized financial records to improve efficiency and accessibility and concluded by thanking staff for their outstanding work and dedication to the community.

Supervisor Nierengarten complimented the appearance of the community and noted that his daughter was enjoying the District's camp program. He encouraged staff to monitor the lakes for potential algae blooms following recent heavy rainfall and requested an update on the Phase Two entrance and median landscaping improvements. He also asked that declining azaleas and other deficient landscaping be addressed, with staff confirming the items would be included in upcoming inspections and deficiency reports to the landscape contractor.

Chair Reynolds thanked the Board, staff, and residents for their participation throughout the budget process and for the strong public engagement at the meeting. She emphasized the Board's responsibility to remain accessible to residents while maintaining productive and efficient meetings. She encouraged continued accountability from District vendors, stressing the importance of timely completion of maintenance and repair projects and ongoing oversight of contract performance. Chair Reynolds also supported continued investment in community amenities and capital improvements, including rehabilitation of the veteran's field, while balancing responsible spending and resident satisfaction. She concluded by thanking everyone for their hard work and expressing his commitment to keeping projects on schedule and the District operating efficiently.

ELEVENTH ORDER OF BUSINESS Financial Statements

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

The Board reviewed the unaudited financial statements through May 31, 2026. Mr. Biagetti reported that the District is showing a positive variance of approximately $72,000. Staff reported the capital reserve balance at approximately $455,000.

B. Assessment Receipt Schedule

The Board reviewed the assessment receipt schedule and noted that collections were in good shape, with about 100.38% of assessments collected for the fiscal year.

C. Approval of Check Register

Mr. Biagetti reviewed the check register totaling $185,002.28. A Board member inquired about landscape maintenance invoices covering multiple months, and staff explained the discrepancy resulted from invoices that had been sent to the wrong contact during coordination with the developer. Staff confirmed the issue had been corrected and future invoices would be processed appropriately. Following discussion, the Board approved the check register as presented.

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

TWELFTH 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.

> On MOTION by Mr. Nierengarten, seconded by Ms. Reynolds, with all in favor, the High-tech Proposal with a NTE Amount of $70,000, was approved.

THIRTEENTH ORDER OF BUSINESS **Next Scheduled Meeting – August 10, 2026 @ 6:00 p.m. Bartram Springs Amenity Center**

Mr. Biagetti stated that the next scheduled meeting is on August 10, 2026, at 6:00 p.m. at the Bartram Springs Amenity Center.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

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

> On MOTION by Ms. Reynolds, seconded by Mr. Brighton, with all in favor, the meeting adjourned.

Signed by: Matt Biagetti EB6F00213668403...	Signed by: 322B2C95DA4B4EA...
Secretary/Assistant Secretary	Chairman/Vice Chairman