

MINUTES OF MEETING
BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Park Community Development District was held on Wednesday, April 26, 2017 at 11:00 a.m. at the Offices of Offices of England-Thims & Miller, Inc. 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Present and constituting a quorum were:

John Dodson	Chairman
Patricia Evert	Supervisor
James Griffith	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 11:00 a.m.

SECOND ORDER OF BUSINESS

Public Comment

There were no audience comments.

THIRD ORDER OF BUSINESS

Organizational Matters

- A. Consideration of Resumes to Fill Vacant Seat No. 5**
- B. Oath of Office for Newly Appointed Supervisors**
- C. General Information for New Supervisors**
- D. Consideration of Resolution 2017-06, Election of Officers**

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the March 6, 2017 Special Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the March 6, 2017 special meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Dodson seconded by Ms. Evert with all in favor the Minutes of the March 6, 2017 Meeting were approved.

FIFTH ORDER OF BUSINESS Presentation of FY 16 Draft Financial Audit

Mr. Oliver stated included in your agenda package is the draft audit report for FY 2016. Once it is finalized, we will provide it to the Auditor General. It is a clean audit.

On MOTION by Ms. Evert seconded by Mr. Dodson with all in favor the FY 16 Draft Financial Audit was approved.

SIXTH ORDER OF BUSINESS Acceptance of 2016 Mitigation Monitoring Report

Mr. Oliver stated this is the 2016 mitigation monitoring report. It does not need to be accepted. This is the final monitoring report to be submitted.

SEVENTH ORDER OF BUSINESS Acceptance of Audit Committee Recommendations and Authorization to Issue Audit RFP

Mr. Oliver stated the audit committee met earlier today and they approved the evaluation criteria for the RFP.

On MOTION by Ms. Evert seconded by Mr. Griffith with all in favor the Audit Evaluation Criteria & Direct Staff to Issue an RFP for Audit Proposals was approved.

EIGHTH ORDER OF BUSINESS Consideration of Resolution 2017-07, Approving Fiscal Year 2018 Proposed Budget & Setting a Public Hearing for Adoption

Mr. Oliver stated this is the kick off of the budget process. We will refine the budget over the next 60 plus days and then at your meeting on July 26th then you will have a public hearing and adopt the budget. There is no increase in assessments.

On MOTION by Ms. Evert seconded by Mr. Dodson with all in favor Resolution 2017-07 Approving the Fiscal Year 2018 Proposed Budget and Setting a Public Hearing Date for July 26, 2017 at 11:00 a.m. at the Offices of England Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida 32258 was approved.

NINTH ORDER OF BUSINESS Discussion of CDD Maintenance of Canoe Launch Property

Mr. Oliver asked Mr. Dodson for any comments regarding the maintenance of canoe launch property. Mr. Dodson stated we are at a standstill until we get that property developed.

TENTH ORDER OF BUSINESS Other Business

Mr. Oliver stated we will take this item off of future agendas.

ELEVENTH ORDER OF BUSINESS Staff Reports

- A. Attorney**
- B. Engineer**
- C. Manager**

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Audience Comments/Supervisor’s Requests

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS Financial Reports

- A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending March 31, 2017**

Mr. Oliver stated included in your agenda package is a balance sheet and income statement for the period ending March 31, 2017.

- B. Assessment Receipt Schedules**

Mr. Oliver stated included in your agenda package is the assessment receipt schedules.

- C. Approval of Check Register**

Mr. Oliver stated included in your agenda package is a copy of the check register.

On MOTION by Mr. Dodson seconded by Ms. Evert with all in favor the Check Register was approved.

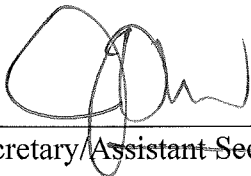
FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – July 26, 2017 @ 11:00 a.m. at the Offices of England Thims & Miller located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258

Mr. Oliver stated the next scheduled meeting is July 26, 2017 @ 11:00 a.m. at the Offices of England Thims & Miller located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Griffith seconded by Ms. Evert with all in favor the Meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman