

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, February 24, 2016 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
Fionnuala Geoghegan	Vice Chairperson
Pat Evert	Supervisor
Bob Carroll	Supervisor
Dennis Mathis	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 members in attendance.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor, Dennis Mathis

Mr. Oliver administered an oath of office to Mr. Dennis Mathis.

Mr. Oliver stated like any other governmental agency, you are governed by certain statutes and codes of conduct. The Sunshine Laws essentially say that you cannot have discussions regarding CDD matters with other board members unless we are in a publicly noticed meeting. Records of the District are subject to public records requests.

Mr. Haber stated Chapter 112 is the Code of Ethics. It focuses on conflict of interests. You will need to file a Form 1 with the County in which you reside.

B. Consideration of Resolution 2016-01, Election of Officers

On MOTION by Ms. Evert seconded by Mr. Carroll with all in favor Resolution 2016-01 Election of Officers Appointing Dennis Mathis as Assistant Secretary and all other Officers remain the same was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 17, 2015 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the November 17, 2015 meeting. Are there any additions, corrections or deletions? Hearing none.

On MOTION by Mr. Carroll seconded by Ms. Geoghegan with all in favor the Minutes of the November 17, 2015 Meeting were approved.

FIFTH ORDER OF BUSINESS

Other Business

Mr. Haber stated last week Jim’s office received an email that was shared with me from a representative from Mattamy Homes, who is one of the majority landowners in the District and is developing three separate parcels. Each of those parcels secure a separate bond issue as a result of some restructuring that was done of a prior series of bonds that was issued. We don’t have all of the facts yet but it appears that Mattamy may be changing the development plan or the mix of units that they originally thought that they would be developing for one of the parcels and as a result may want to reallocate the debt assessments on the homes within the parcels. We still need to review the details of it. There are issues that Jim’s office will look at in their capacity as the assessment methodology consultant. There are potential legal issues for me to look at and there may be issues that we may need to run by the bondholders. To the extent that we, as staff, feel that it is something that is doable from the board’s view then we would still need the board to sign off and approve a potential reallocation of the assessments. Because they may want to get this approved on a faster scale, you may see an email from the District Manager’s office to schedule a special meeting.

Ms. Geoghegan asked are they just saying they have one allocation for those three parcels?

Mr. Haber responded they have three parcels and each parcel has the same size lots within it but because of the financing of the lots within each parcel, I think the debt assessments

from parcel to parcel vary a bit on each of those lots. I think they are looking at only one of those parcels. I don't know that they are looking to do a different type of lot or what the exact issue is but that is what we are still working through.

Mr. Oliver stated debt assessments for this particular parcel are tied to the front footage of the lot upon which the house is and it looks like what they will want to do is reconfigure a little bit, so that it changes the mix of those lot sizes, which would trigger the board's need to recalculate the assessments.

Mr. Haber stated exactly. At the time the assessments were levied, Mattamy advised the District what their development plan was at the time.

Ms. Evert asked if the overall number just happened to be the same because of the way they are mixing it up, would it still require the board approval?

Mr. Haber responded if they are keeping the same types of units and if it mathematically works out that what they want to do doesn't require a change in assessment levels then I don't think there is any action required by the board. It would only be if there was a change needed to the actual assessment levels.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

Mr. Oliver stated you will notice that our next regularly scheduled meeting is May 25, 2016. That would be the meeting by which we would start our budget process for the Fiscal Year 2017 budget. We approve a budget at that meeting and then we would adopt a budget in late July.

SEVENTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Ms. Evert stated I know the purpose of the CDD is for the benefit of the homeowners and to protect them and for the appearance and the general look of the District. I personally don't like the fact that Dunkin Donuts and the other stores there are using those feather pendants. I think they look cheap. Now, I noticed that a Developer has put them up.

Mr. Dodson stated it is an association matter. We will take a look at that. We allow it temporarily to start a business but if Dunkin still has them up then they need to come down.

Ms. Evert asked do we have any pull with JEA?

Mr. Dodson responded I don't think anyone does.

Ms. Evert stated we have a corner of our main street that is so pitch black at night and we have an HOA that doesn't want to help us.

Mr. Dodson stated I will talk to Leland Management and see what we can do. If it is City owned then it would be JEA and if it is private then it would be the builder or the association.

Ms. Evert stated I have been hearing that Developers have been stopping cell companies from putting up towers because they don't want a cell tower on or near their property. We can't get Verizon.

Mr. Dodson stated years ago a cell tower company came to us and said we would like to put a cell tower here and we leased them the space. Then I think AT&T went on there. Over time, the cell tower company said we would like to purchase the lease and it made sense for us to sell the lease to them and that cell company wants to put as many carriers on there as they can. It may be an issue between that company and Verizon but we don't own that tower anymore.

EIGHTH ORDER OF BUSINESS

Financial Reports:

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending January 31, 2016

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement as of January 31, 2016.

B. Assessment Receipt Schedule

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

C. Approval of Check Register

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

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

NINTH ORDER OF BUSINESS

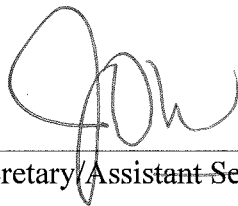
Next Scheduled Meeting –May 25, 2016 at 11:00 a.m. at the Offices of England-Thims & Miller located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258

Mr. Oliver stated the next regularly scheduled meeting is May 25, 2016 at 11:00 a.m. at this location.

TENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman