

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, October 24, 2018 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:

Pat Evert	Chairman
Trisston "Tim" Brown	Supervisor
Don Smith	Supervisor
Joan Nero	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Matt Maggione	District Engineer

**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 being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the July 25, 2018 Meeting**

Mr. Oliver stated included in your agenda package is a copy of the minutes of the July 25, 2018. Are there any additions, corrections or deletions?

On MOTION by Ms. Evert seconded by Mr. Smith with all in favor the Minutes of the July 25, 2018 Meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-01,  
Election of Officers**

Mr. Oliver stated this Resolution would be adding Mr. Ariel Lovera as an Assistant Treasurer of the Board of Supervisors and Mr. Ernesto Torres and Mr. Daniel Laughlin as Assistant Secretaries.

On MOTION by Mr. Smith seconded by Ms. Evert with all in favor Resolution 2019-01 Election of Officers Appointing Mr. Lovera as Assistant Treasurer and Mr. Torres and Mr. Laughlin as Assistant Secretaries was approved.

**FIFTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Mr. Maggiore stated the first phase of pavilion at Durbin Park will start opening in November. On the north side of Race Track Road is the Bartram Markets project. That will be anchored by a grocery store tenant and about 30,000 square feet of retail and outparcels. 9B has opened with the interchange, so that has changed a lot of the traffic dynamics in the area.

**C. Manager**

Mr. Oliver announced Don and Pat's seats expiring in the General Election but because they ran unopposed, they will remain in their seats.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal from VGlobalTech  
for ADA Website Accessibility**

Mr. Oliver presented the proposal from VGlobalTech for a one-time website conversion and compliance to meet accessibility guidelines for visually impaired persons. Staff recommended declining the maintenance option.

On MOTION by Mr. Smith seconded by Ms. Nero with all in favor the Proposal from VGlobalTech for ADA Website Accessibility totaling \$1,750 was approved.

**EIGHTH ORDER OF BUSINESS**

**Approval of FY18 Audit Engagement Letter with Grau & Associates**

Mr. Oliver presented the FY18 Audit Engagement Letter with Grau & Associates.

On MOTION by Ms. Nero seconded by Mr. Smith with all in favor the FY18 Audit Engagement Letter with Grau & Associates totaling \$3.900 was approved.

**NINTH ORDER OF BUSINESS**

**Audience Comments / Supervisor's Requests**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2018**

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of September 30, 2018.

**B. Assessment Receipt Schedules**

Mr. Oliver stated included in your agenda package are 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. Smith seconded by Ms. Evert with all in favor the Check Register was approved.

**ELEVENTH ORDER OF BUSINESS**

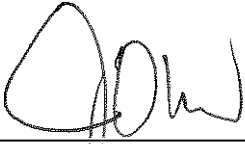
**Next Scheduled Meeting – January 23, 2019 @ 11:00 a.m. at the Office of England, Thims & Miller located at 14775 Old St. Augustine Road, Jacksonville, FL 32258**

Mr. Oliver stated the next scheduled meeting is January 23, 2019 at 11:00 a.m. at this location.

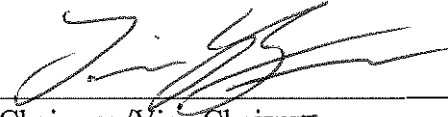
**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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



Secretary/Assistant Secretary



Chairman/Vice Chairman