

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 24, 2019 at 11:00 a.m. at the Offices of England-Thims & Miller, Inc. 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Present and constituting a quorum were:

Trisston "Tim" Brown	Chairman
James Griffith	Vice Chairman
Joan Nero	Supervisor
Patricia Evert	Supervisor
Don Smith	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)
Matt Maggiore	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 January 23, 2019 Meeting**  
Mr. Oliver stated included in your agenda package is a copy of the minutes of the January 23, 2019 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Griffith seconded by Mr. Nero with all in favor the Minutes of the January 23, 2019 Meeting were approved.

**FOURTH ORDER OF BUSINESS**                      **Acceptance of Minutes of the March 27, 2019 Special Meeting**  
Mr. Oliver stated included in your agenda package is a copy of the minutes of the March 27, 2019 special meeting. Are there any additions, corrections or deletions?

Mr. Haber responded I have a few changes that I will email you.

On MOTION by Mr. Brown seconded by Ms. Nero with all in favor the Minutes of the March 27, 2019 Special Meeting were accepted as amended.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-03, Setting a Date of Public Hearing for Budget Adoption and Approving Fiscal Year 2020 Proposed Budget**

**SIXTH ORDER OF BUSINESS**

**Discussion of Fiscal Year 2020 Proposed Budget**

Mr. Oliver stated included in your agenda package is Resolution 2019-03 setting a public hearing for the budget adoption for Fiscal Year 2020 proposed budget. We must provide the certified assessment roll to the Duval County Tax Collector by July 31, 2019. The proposed FY20 assessments remain the same as the current year assessments..

A question was asked regarding the District’s acceptance of the canoe launch for ownership, operation and maintenance. Mr. Haber stated there are two main agreements that I think would apply. There is an acquisition agreement and a completion agreement that the District entered into with the Developer. Those agreements essentially provide that the infrastructure for the project will be completed by the Developer and, after completion, the infrastructure may be conveyed to the District. The canoe launch was a specifically identified improvement in the District’s improvement plan. My guess is relying on those agreements, the Developer may say it has fulfilled its obligation in completing the improvement and now expect the District to take ownership and maintenance responsibility for it. Some other entity may take responsibility for it, but if they don’t and they want to look to the CDD, there may be some basis on which they can rely to do so. We will just have to look at it in more detail.

Mr. Oliver stated if it is eventually determined this District will maintain that the canoe launch, this District should have some input on the design of the project to ensure it is not unduly expensive for the District to maintain the improvements.. Resolution 2019-03 sets the public hearing for July 24, 2019 at 11:00 a.m. at ETM and it approves the proposed budget.

On MOTION by Mr. Griffith seconded by Ms. Evert with all in favor Resolution 2019-03 Setting a Public Hearing Date to Adopt the Budget for Fiscal Year 2020 for July 24, 2019 at 11:00 a.m. at

the Offices of ETM, 14775 Old St. Augustine Road, Jacksonville, Florida 32258 was approved.

**SEVENTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2018 Financial Audit**

Mr. Oliver stated this is a clean audit. There were no exceptions in the audit. Grau & Associates states, "In our opinion, the financial statements referred to above present fairly in all material respects, the respective financial position of the governmental activities in each major fund of the District as of September 30, 2018." These are in accordance with the accounting principles generally accepted in the United States of America. On page 24 is the independent auditors report on internal controls. The auditor writes: "During our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses." On page 26, the reports states, "In our opinion the District complied in all material respects with the requirements." There were no current year findings. There were no prior year findings. The next item states, "The District has not met one or more financial emergency conditions described in Section 218.503(1) of Florida Statutes. The District is a strong financial position here. We will transmit this audit to the Auditor General in advance of the June 30, 2019 deadline.

On MOTION by Mr. Smith seconded by Ms. Nero with all in favor the Fiscal Year 2018 Financial Audit was approved.

**EIGHTH ORDER OF BUSINESS**

**Discussion of Bartram Park Blvd. Speed Signs Proposal**

Mr. Oliver stated this item was added to the agenda. There have been a number of complaints from residents to the City Council of Jacksonville regarding speeding on the boulevard. They have suggested that these radar speed signs would be helpful as a traffic calming device; however, they support the idea but they don't have the funding for it. They have punted this to the District and if the District is willing to fund this, it would be the City of Jacksonville equipment and it would be for them to maintain it.

Mr. Maggiore stated one of our traffic engineers is coordinated with the City of Jacksonville and they are agreeable to the idea. It would be four total signs.

Ms. Evert asked do you think that there is enough space from the traffic light at Old St. Augustine Road and the shopping center to build up a heavy speed by there?

Mr. Maggiore responded unfortunately it doesn't take people long to get up to 40 or 50 mph. The reason we clustered the speed signs near these curves is because the biggest issue is with people going around those curves at a high rate of speed.

Ms. Nero asked has there been a study done on how effective these actually are?

Mr. Brown responded they typically drop the rate of speed by about 9 mph. They should be placed with the speed limit signs, so you can see what the speed limit is and then how fast you are going.

Mr. Maggiore stated they would actually be on the same post.

Mr. Brown stated enforcement is going to be an issue. I think it is a deterrent. I don't think this is going to stop the speeding. This road is monitored on a routine basis by police and they run traps out here and that usually helps people drive more responsibly. I am assuming the placement of these signs correspond with where the high accident and death rates have been?

Mr. Maggiore responded I can check on that. I do know there have been some road departure crashes on that curve.

Ms. Nero stated there have been two or three deaths at this curve.

Ms. Evert stated as a CDD and as long as we don't own it and have to maintain it then I don't think it makes much difference if it works or not. We should just approve it.

Mr. Oliver stated I spoke to Wes earlier about approving it with the condition the CDD is not responsible for future maintenance of the signs.

Mr. Brown asked where is the funding coming from?

Mr. Oliver responded over the years we have been prudent and in your unassigned reserves you have enough money.

Ms. Evert asked how much money is in that account?

Mr. Oliver responded the balance is \$248,000, which is to fund the rest of this year and the first quarter of next year.

Mr. Griffith asked are these going to be electric or solar powered?

Mr. Maggiore responded my understanding is that they will be solar powered. They can be either solar powered or hard wired but my understanding of this price is they would be solar powered. I did look up the cost history of those signs and that price is in line with the statewide average.

Mr. Brown asked which model of sign would this be?

Mr. Maggiore responded I believe it would be the 15 but I think we want to have that specified in the agreement with Mr. Hinson and that it would be solar powered and he would be responsible for getting the right of way permit with the City to install it.

On MOTION by Ms. Evert seconded by Mr. Brown with all in favor the Proposal for 4 Bartram Park Blvd. Speed Signs at a cost of \$43,973 was approved, subject to no additional cost for the District, no additional liability, specifying the model and the location.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber stated I will be going on a sabbatical on June 1<sup>st</sup> through November. My firm has a CDD practice group and there are 12 plus lawyers that do nothing but CDD law. A woman by the name of Jennifer Kilinski will be filling in for me while I am gone.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments / Supervisor's Requests**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending March 31, 2019**

Mr. Oliver stated included in your agenda package is a copy of the balance sheet ending March 31, 2019.

**B. Assessment Receipt Schedules**

Mr. Oliver stated included in your agenda package is a copy of the assessment receipts schedule.

**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. Nero with all in favor the Check Register was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – July 24, 2019 @ 11:00 a.m. at the Office of England, Thims & Miller located at 14775 Old St. Augustine Road, Jacksonville, FL 32258**

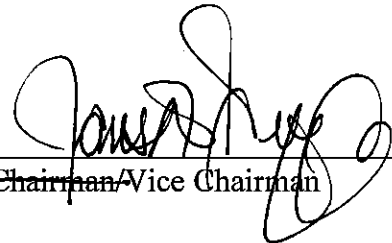
Mr. Oliver stated the next scheduled meeting is July 24, 2019 at 11:00 a.m. at this location.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman