

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 23, 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
Lauren Gentry	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 members of the public in attendance.

THIRD ORDER OF BUSINESS **Approval of Minutes of the July 24, 2019 Meeting**
Mr. Oliver stated included in your agenda package is a copy of the minutes of the July 24, 2019 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Smith seconded by Ms. Evert with all in favor the Minutes of the July 24, 2019 Meeting were approved.
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FOURTH ORDER OF BUSINESS **Acceptance of FY19 Audit Engagement Letter with Grau & Associates**
Mr. Oliver stated included in your agenda package is the Fiscal Year 2019 audit engagement letter with Grau & Associates. You all chose Grau & Associates to perform your audit through the RFP process.

On MOTION by Ms. Evert seconded by Mr. Smith with all in favor the FY19 Audit Engagement Letter with Grau & Associates was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-01, FY19 Budget Amendment

Mr. Oliver stated included in your agenda package is a copy of Resolution 2020-01, which is for a budget amendment for Fiscal Year 2019. We budgeted \$10,000 for operating reserves but we actually expended \$43,000 for the purchase of traffic signs along Bartram Park Boulevard.

On MOTION by Mr. Griffith seconded by Ms. Nero with all in favor Resolution 2020-01 Fiscal Year 2019 Budget Amendment was approved.

SIXTH ORDER OF BUSINESS

Update of Speed Radar Signs

Mr. Oliver stated the speed radar signs are up and functioning. Matt Maggiore and I had a discussion with the Chairman, and he noted they don't have the speed limit signs on them. Matt took a look at that and he contacted the vendor requesting a quote for speed limit signs.

Mr. Brown stated there is a speed detector and then maybe 100 yards away there is a speed limit sign, so maybe they could relocate one of the speed limit signs. They could take it off of its individual pole and place it on the pole with the radar. I do know the space of the speed limit signs are regulated by the Department of Transportation.

Ms. Evert stated it might be possible to add a third sign. I would like to request getting a patrol car out there every so often and start handing out tickets.

Mr. Brown stated there is a new traffic light going in by the new Publix.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry stated our office has been tracking the changes legislature made in the last legislative session. We have been undertaking a large project to revamp all of our District's rules of procedure. This District's rules of procedure we last updated around 2013 or 2014. The changes won't make a lot of difference in the day to day operation of your District, but it is just

to make sure we are staying up to date with all of the statutory changes. There were some changes to the composition of the audit selection committee. We want to make sure we reflect the changes. There were some changes that we are suggesting helping make the ADA compliance a little more cost effective for our Districts. At your next meeting you will probably see this item on your agenda. We will need to go through rulemaking procedures. The board will set a hearing on the rules and we will advertise the hearing and then you will formally adopt them.

B. Engineer

There being none, the next item followed.

C. Manager

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Audience Comments / Supervisor's Requests

Ms. Evert stated on Facebook there is a Bartram Park community page. I find that the public is incredibly uniformed about what a CDD is. Are we allowed to offer a question and answer on our website? Am I allowed to tell people to go to the CDD website?

Ms. Gentry responded it is a problem that we see at a lot of Districts with residents. There is some information on our website already. The content of your website is something your District Manager manages. As far as the Facebook communications, we have to make sure we are preserving any communication on Facebook. We typically recommend that supervisors refrain from discussing any District business on Facebook and on social media, in general.

Ms. Evert stated I have looked at our website and all it does is quote what a CDD is. Are we permitted to have a public meeting to discuss what a CDD is?

Mr. Oliver responded we could certainly setup a workshop if there is a hunger for that. I will say that we field phone calls in our office when there are questions about Bartram Park CDD. I have no problem with a generic response without getting into a dialogue on Facebook to say to please visit Bartramparkcdd.com or contact the District Manager's office.

Ms. Evert asked could we talk to the newspaper about running a down to earth column about what CDDs really are?

Mr. Griffith responded how about we go back to the HOA and ask if they have hosted a website because I haven't seen one yet. We could have them build the site to put all of that information in.

Ms. Evert stated that would be great.

Mr. Brown asked is there any kind of link on the CDD page that would direct individuals to the HOA page or a phone number?

Mr. Oliver responded we will coordinate with the Master HOA.

Ms. Evert asked is the report of 982 registered voters correct?

Mr. Oliver responded I will check the supervisor of elections letter when I get back to the office.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2019

Mr. Oliver stated included in your agenda package is a copy of the balance sheet ending September 30, 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. Brown seconded by Mr. Smith with all in favor the Check Register was approved.

ELEVENTH ORDER OF BUSINESS

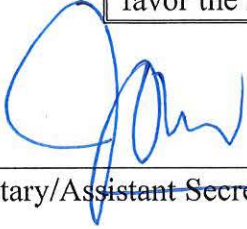
**Next Scheduled Meeting – January 22, 2020
@ 11:00 a.m. at the Offices of England,
Thims & Miller located at 14775 Old St.
Augustine Road, Jacksonville, Florida 32258**

Mr. Oliver stated the next scheduled meeting is January 22, 2020 at 11:00 a.m. at this location.

TWELFTH ORDER OF BUSINESS

Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman