

**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 28, 2021** at 11:00 a.m. at the Bartram Springs Amenity Center at 14530 East Cherry Lake Dr., Jacksonville, Florida.

Present and constituting a quorum were:

Trisstun Brown <i>by phone</i>	Chairman
James Griffith	Vice Chairman
Joan Nero	Supervisor
Patricia Evert	Supervisor
Don Smith	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Matt Maggiore	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order. There were four members of the Board present at the meeting and one present by phone, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There were no members of the public present.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the January 27, 2021 Meeting**

Mr. Oliver presented the January 27, 2021 meeting minutes and asked for any comments, corrections, or changes to the minutes. The Board had no changes.

On MOTION by Mr. Smith, seconded by Mr. Griffith, with all in favor, the Minutes of the January 27, 2021 Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02,  
Approving FY 22 Proposed Budget & Setting  
Public Hearing Date to Adopt**

Mr. Oliver reviewed the budget for the Board. He noted that the budget is essentially the same as the prior year budget, there are no assessment increases. He noted that they are required by the Florida Statutes to approve a proposed budget by June 15<sup>th</sup> every year. He also noted that they are required to turn in the assessment roll to the Duval County Tax Collector’s office no later than July 31<sup>st</sup>. There has to be at least 60 days between providing the approved budget to Duval County and the public hearing for budget adoption.

Mr. Oliver suggested holding the public hearing at July 28<sup>th</sup> CDD meeting.

On MOTION by Mr. Griffith, seconded by Ms. Evert, with all in favor, Resolution 2021-02 Approving the FY 22 Proposed Budget and Setting the Public Hearing Date to Adopt for July 28, 2021 at 11:00 a.m., was approved.

**FIFTH ORDER OF BUSINESS**

**Update Regarding Racetrack Road  
Improvements and TIFF**

Ms. Haber was informed that meetings with the City of Jacksonville and St. Johns County are ongoing. It is still an issue that is being pursued.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber noted that they will continue to monitor the legislative sessions regarding any laws that would impact CDDs.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

Mr. Oliver had nothing further for the Board.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**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 March 31, 2021**

Mr. Oliver noted the financial reports are available in the agenda package and they are through March 31<sup>st</sup>, 2021. The Board had no questions.

**B. Assessment Receipt Schedules**

Mr. Oliver noted that the assessment receipt schedule shows the Board is 99.9% collected.

**C. Approval of Check Register**

Mr. Oliver stated the check register is included in the agenda package and he was looking for a motion of approval.

On MOTION by Mr. Griffith, seconded by Mr. Smith, with all in favor, the Check Register, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – July 28, 2021 @ 11:00 a.m. at TBD**

Mr. Oliver stated the next scheduled meeting is July 28<sup>th</sup> at 11:00 a.m.

**TWELTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Nero, seconded by Ms. Evert, with all in favor the Meeting was adjourned.



Secretary/~~Assistant Secretary~~



~~Chairman~~/Vice Chairman