

**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 27, 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:

Trisston Brown	Chairman
James Griffith	Vice Chairman
Joan Nero	Supervisor
Don Smith	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Matt Maggiore	District Engineer
Art Lancaster <i>by phone</i>	
Jon Kessler <i>by phone</i>	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order. There were four members of the Board present at the meeting 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 July 28, 2021 and
September 28, 2021 Meeting**

Mr. Oliver presented the July 28, 2021 and the September 28, 2021 meeting minutes and asked for any comments, corrections, or changes to the minutes. The Board had no changes.

On MOTION by Mr. Griffith, seconded by Mr. Smith, with all in favor, the Minutes of the July 28, 2021, and September 28, 2021 Meeting, were approved.

FOURTH ORDER OF BUSINESS Discussion of Proposed Bond Refinancing

Mr. Kessler presented the bond refinancing proposal, noting that they had done several bond refinancings in the past for the District. He added that he would talk to different banks and come back with a term sheet so that the District could evaluate what they would like to do. He summarized that the services would be approximately \$150,000 in fees. The Board approved the proposal.

On MOTION by Mr. Brown, seconded by Mr. Smith, with all in favor, Authorizing FMS to Prepare Documents and Contact Banks, was approved.

FIFTH ORDER OF BUSINESS Consideration of Non-Exclusive Access and Utilities Easement Agreement

Mr. Lancaster summarized that at the last meeting they approved an easement over a right-of-way for Racetrack Road that the CDD owns, noting that there was a change in the legal description of the agreement.

On MOTION by Mr. Brown, seconded by Mr. Griffith, with all in favor, the Non-Exclusive Access and Utilities Easement Agreement, was approved.

SIXTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS Staff Reports

A. Attorney – Discussion of Transfer of Client Matters to Kutak Rock LLP

Mr. Haber noted that his practice group at his law firm would be moving to a new law firm, adding that the District would not experience any differences other than the firm name. He gave the Board the option of moving with his new firm or to seek new counsel, and the Board decided

to move with Mr. Haber. The Board gave the Chairman authorization to sign the transition letter and new agreement with Kutak Rock.

On MOTION by Mr. Griffith, seconded by Mr. Smith, with all in favor, the Transfer of Client Matters to Kutak Rock, LLP, was approved.

B. Engineer

Mr. Maggiore did not have anything further to report. He offered to answer any questions from the Board. Mr. Brown asked for an update on the bridge, and Mr. Maggiore responded that they were in the process of fixing it.

C. Manager

Mr. Oliver stated he did not have anything further to report other than that he would keep the Board updated on whether or not they would need a special meeting in December.

EIGHTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor’s Requests

Mr. Brown asked if Mr. Haber could give them an update on the new development for the town center at the next meeting, as well as what was going on in the parcel behind his neighborhood along the east side Bartram Park Boulevard.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2021

Mr. Oliver noted the financial reports are available in the agenda package and they are through September 30, 2021. The Board had no questions.

B. Assessment Receipt Schedules

Mr. Oliver noted that the District is fully collected on assessments for Fiscal Year 2021, adding that they would receive the tax bills the week following the meeting.

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 – January 26, 2022 @ 11:00 a.m. at the Bartram Springs Amenity Center, 14530 East Cherry Lake Dr., Jacksonville, FL 32258

Mr. Oliver stated the next scheduled meeting is January 26th at 11:00 a.m.

TWELTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman