

BARTRAM PARK

Community Development District

October 26, 2022

AGENDA

Bartram Park

Community Development District

475 West Town Place, Suite 114, St. Augustine, FL 32092

Phone: 904-940-5850 - Fax: 904-940-5899

October 19, 2022

Board of Supervisors
Bartram Park Community Development District

Dear Board Members:

The Bartram Park Community Development District Board of Supervisors is scheduled for **Wednesday, October 26, 2022 at 11:00** a.m. at the Bartram Springs Amenity Center, 14530 East Cherry Lake Dr., Jacksonville, FL 32258.

Following is the advance agenda for this meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of Minutes
 - A. July 14, 2022 Special Meeting
 - B. July 27, 2022 Regular Meeting
- IV. Consideration of Resolution 2023-01, Amending the Fiscal Year 2022 Budget
- V. Discussion of Semi-Truck Parking on Bartram Park Blvd.
- VI. Discussion of Utility Drainage into Montevilla
- VII. Ratification of Engagement Letter for FY 22 Audit Services with Grau & Associates
- VIII. Other Business
- IX. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager

- X. Audience Comments
- XI. Supervisor's Requests
- XII. Financial Reports
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2022
 - B. Assessment Receipt Schedules
 - C. Approval of Check Register
- XIII. Next Scheduled Meeting – January 25, 2023 @ 11:00 a.m. at The Bartram Springs Amenity Center, 14530 East Cherry Lake Dr., Jacksonville, FL 32258
- XIV. Adjournment

MINUTES

A.

**MINUTES OF MEETING
BARTRAM PARK
COMMUNITY DEVELOPMENT DISTRICT**

The Special meeting of the Board of Supervisors of the Bartram Park Community Development District was held on Thursday, **July 14, 2022** at 1:30 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
Patricia Evert	Supervisor

Also present were:

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

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order. There were five 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

**Consideration of Easement Agreement with
JEA for Utilities Located on Race Track Road**

Mr. Haber presented the agreement for an easement request for access to utilities. Mr. Haber asked for approval for Chair to execute the agreement. The Board did request in the future to have a location map attached with the parcel map.

On MOTION by Mr. Brown, seconded by Mr. Griffith, with all in favor, the Easement Agreement with JEA for Utilities Located on Race Track Road, was approved.

FOURTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Supervisor's Requests

The Board asked about signage on a specific road and if it was fixed. There was discussion on traffic issues in the area and accidents that have occurred.

SIXTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 27, 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 July 27, 2022 at 11:00 a.m. at the same location. This meeting will include the budget hearing.

SEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

**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, **July 27, 2022** 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	Assistant Secretary
Don Smith	Assistant Secretary
Patricia Evert	Assistant Secretary

Also present were:

Marilee Giles	District Manager, GMS
Jim Oliver <i>by phone</i>	GMS
Wes Haber <i>by phone</i>	District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order. There were five members of the Board present at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Affidavit of Publication

Mr. Oliver stated that they would be having a public hearing regarding the Fiscal Year 2023 budget, and the hearing was noticed in the agenda, meaning all requirements were met.

THIRD ORDER OF BUSINESS

Public Comment

There were no members of the public present.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the April 27, 2022 Meeting

Mr. Oliver presented the minutes of the April 27, 2022 meeting. He asked if there were any corrections to the minutes. The Board had no changes.

On MOTION by Ms. Evert, seconded by Mr. Griffith, with all in favor, the April 27, 2022 Meeting Minutes, were approved.

FIFTH ORDER OF BUSINESS

Public Hearing

Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Ms. Evert, seconded by Ms. Nero, with all in favor, Opening the Public Hearing, was approved.

Mr. Oliver asked for a motion to close the public hearing due to no members of the public being present.

On MOTION by Ms. Evert, seconded by Ms. Nero, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2022-09, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023

Mr. Oliver presented the budget, noting there were no changes since it was last approved. He then asked Mr. Haber to explain the resolution further. Mr. Haber noted that the resolution was a formal approval of adopting the budget and appropriating the funds for the various line items in the budget. He asked if there were any questions, and hearing none, asked for a motion to approve.

On MOTION by Mr. Brown, seconded by Mr. Griffith, with all in favor, Resolution 2022-09, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023, was approved.

B. Consideration of Resolution 2022-10, Imposing Special Assessments and Certifying an Assessment Roll

Mr. Haber presented the resolution, noting that it made certain findings related to the assessments benefiting the properties of the District, as well as certified the assessments for

collection to the tax collector. He added the assessments would appear on the tax bill. He asked if there were any questions, and hearing none, asked for a motion to approve.

On MOTION by Ms. Evert, seconded by Mr. Smith, with all in favor, Resolution 2022-10, Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS

Other Business

Mr. Smith asked if Mr. Oliver if the Sheriff's office would be running more speed enforcement. Mr. Oliver responded that he would check.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber noted there was no further report.

B. Engineer

Mr. Maggiore had nothing further report.

C. Manager

1. Consideration of Proposed FY 23 Meeting Schedule

Mr. Oliver presented the meeting schedule, suggesting that they continue to meet October 26, January 25, April 26, and July 26. He added that they could add special meetings as needed.

On MOTION by Mr. Brown, seconded by Ms. Nero, with all in favor, the Proposed Fiscal Year 2023 Meeting Schedule, was approved.

2. Presentation of Report on Number of Registered Voters (6,093)

Mr. Oliver presented the number of registered voters, noting the total number was 6,903 residents. He noted that the previous year's total number was 5,907.

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 June 30, 2022

Mr. Oliver noted the financial reports are available in the agenda package and they are through June 30, 2022.

B. Assessment Receipt Schedules

Mr. Oliver noted the CDD was 98% 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. He discussed the checks included in the summary.

On MOTION by Mr. Brown, seconded by Mr. Griffith, with all in favor, the Financial Reports, were approved.
--

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – TBD

Mr. Oliver stated the next scheduled meeting was to be on October 26, 2022.

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

FOURTH ORDER OF BUSINESS

RESOLUTION 2023-01

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of the Bartram Park Community Development District, hereinafter referred to as "District", adopted a General Fund Budget for fiscal year 2022, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT TO THE FOLLOWING:

1. The General Fund and Capital Reserve Fund Budget are hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 26th day of October, 2022 and be reflected in the monthly and fiscal Year End 9/30/22 Financial Statements and Audit Report of the District

Bartram Park

Community Development District

by: _____
Chairman

Attest:

by: _____
Secretary

BARTRAM PARK CDD
RESOLUTION 2023-01

EXHIBIT A

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
BUDGET AMENDMENT
For the Period Ended September 30, 2022

DESCRIPTION	ADOPTED BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL BUDGET
REVENUES:				
Maintenance Assessments - On Roll	\$129,495	\$29,547	\$159,042	\$159,042
Interest Income	\$0	\$88	\$88	\$88
TOTAL REVENUES	\$129,495	\$29,635	\$159,130	\$159,130
EXPENDITURES:				
ADMINISTRATIVE:				
Supervisor Fees	\$4,800	\$600	\$5,400	\$5,400
FICA Expense	\$367	\$46	\$413	\$413
Engineering	\$8,500	(\$6,000)	\$2,500	\$970
Assessment Roll	\$7,500	\$0	\$7,500	\$7,500
Arbitrage	\$1,200	\$0	\$1,200	\$1,200
Dissemination	\$3,500	\$0	\$3,500	\$3,500
Attorney	\$20,000	(\$9,000)	\$11,000	\$8,074
Annual Audit	\$3,400	\$100	\$3,500	\$3,500
Trustee fees	\$18,000	(\$2,000)	\$16,000	\$16,000
Management Fees	\$41,600	\$0	\$41,600	\$41,600
Computer Time	\$1,250	\$0	\$1,250	\$1,250
Website Compliance	\$700	(\$0)	\$700	\$700
Telephone	\$150	\$16	\$166	\$166
Postage	\$600	(\$382)	\$218	\$218
Printing & Binding	\$1,000	(\$459)	\$542	\$542
Insurance	\$6,646	\$685	\$7,331	\$7,331
Legal Advertising	\$800	\$85	\$885	\$885
Other Current Charges	\$1,400	(\$1,000)	\$400	\$400
Office Supplies	\$100	(\$61)	\$39	\$39
Dues, Licenses, Subscriptions	\$175	\$0	\$175	\$175
Capital Reserves-Transfer Out	\$7,807	\$52,193	\$60,000	\$60,000
TOTAL EXPENDITURES	\$129,495	\$34,824	\$164,319	\$159,863
OTHER SOURCES/(USES)				
Interfund Transfers In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0	(\$5,189)	(\$5,189)	(\$733)
FUND BALANCE - Beginning	\$0	\$5,189	\$5,189	\$233,447
FUND BALANCE - Ending	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$232,715</u>

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND
BUDGET AMENDMENT
For the Period Ended September 30, 2022

DESCRIPTION	PROPOSED BUDGET	INCREASE (DECREASE)	AMENDED BUDGET	ACTUAL BUDGET
REVENUES:				
Transfer In	\$60,000	\$12,381	\$72,381	\$72,381
Interest Income	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$60,000	\$12,381	\$72,381	\$72,381
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$0	\$0
Replacement and Maintenance	\$0	\$0	\$0	\$0
Other Current Charges	\$420	\$0	\$420	\$303
TOTAL EXPENDITURES	\$420	\$0	\$420	\$303
EXCESS REVENUES (EXPENDITURES)	\$59,580	\$12,381	\$71,961	\$72,078
FUND BALANCE - Beginning	\$0	(\$12,381)	(\$12,381)	\$0
FUND BALANCE - Ending	\$59,580	\$0	\$59,580	\$72,078

SEVENTH ORDER OF BUSINESS



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

October 6, 2022

Board of Supervisors
Bartram Park Community Development District
475 West Town Place, Suite 114
St. Augustine, FL 32092

We are pleased to confirm our understanding of the services we are to provide Bartram Park Community Development District, City of Jacksonville, Florida ("the District") for the fiscal year ended September 30, 2022. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Bartram Park Community Development District as of and for the fiscal year ended September 30, 2022. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2022 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Grau & Associate's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Grau & Associates, Grau & Associates shall destroy any duplicate public records that are exempt or

confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT: GMS-NF LLC - 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FL 32092 - TELEPHONE: 904-940-5850

Our fee for these services will not exceed \$3,600 for the September 30, 2022 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued. This agreement is automatically renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

All accounting records (including, but not limited to, trial balances, general ledger detail, vendor files, bank and trust statements, minutes, and confirmations) for the fiscal year ended September 30, 2022 must be provided to us no later than January 1, 2023, in order for us to complete the engagement by March 31, 2023.

Subject to timely receipt of the necessary information, we will submit a preliminary draft audit report by March 15, 2023 for the District's review, and a final draft audit report by March 31, 2023 for the District's review and approval.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Bartram Park Community Development District and believe this letter accurately summarizes the terms of our engagement and, with any addendum, if applicable, is the complete and exclusive statement of the agreement between Grau & Associates and the District with respect to the terms of the engagement between the parties. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Bartram Park Community Development District.

By: 

Title: 

Date: 



FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



Peer Review
Program

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

February 20, 2020

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,
FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202

TWELFTH ORDER OF BUSINESS

A.

Bartram Park

Community Development District

Unaudited Financial Reporting as of
September 30, 2022

Meeting Date
October 26, 2022

Table of Contents

I.	<u>Financial Statements - September 30, 2022</u>
II.	<u>Assessments Receipt Schedule</u>
III.	<u>Check Register Summary 7/1/2022 - 9/30/2022</u>

Bartram Park
Community Development District
Combined Balance Sheet
September 30, 2022

	Government Funds			Total
	General	Debt Service	Capital Reserve	Governmental Funds
ASSETS:				
Cash	\$104,225	---	---	\$104,225
Custody Account - Excess Funds	\$125,044	---	---	\$125,044
<u>Capital Reserve</u>				
Cash	---	---	\$72,078	\$72,078
<u>Series 2015A1</u>				
Reserve	---	\$516,944	---	\$516,944
Revenue	---	\$301,704	---	\$301,704
<u>Series 2015A2</u>				
Reserve	---	\$131,869	---	\$131,869
<u>Series 2022</u>				
Reserve	---	\$52,323	---	\$52,323
Revenue	---	\$229	---	\$229
Interest	---	\$224,742	---	\$224,742
COI	---	\$4,955	---	\$4,955
Due from 2012 Closed Accts	---	---	---	\$0
Prepaid Expenses	\$7,236	---	---	\$7,236
TOTAL ASSETS	\$236,506	\$1,232,765	\$72,078	\$1,541,348
LIABILITIES:				
Accounts Payable	\$3,791	---	---	\$3,791
FUND BALANCES:				
Nonspendable	\$7,236	---	---	\$7,236
Restricted for Debt Service	---	\$1,232,765	---	\$1,232,765
Restricted for Capital Reserve	---	---	\$72,078	\$72,078
Unassigned	\$225,479	---	---	\$225,479
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	\$236,506	\$1,232,765	\$72,078	\$1,541,348

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2022

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/22	ACTUAL THRU 09/30/22	VARIANCE
REVENUES:				
Maintenance Assessments - On Roll	\$129,495	\$129,495	\$159,042	\$29,547
Interest Income	\$0	\$0	\$88	\$88
TOTAL REVENUES	\$129,495	\$129,495	\$159,130	\$29,635
EXPENDITURES:				
ADMINISTRATIVE:				
Supervisor Fees	\$4,800	\$4,800	\$5,400	(\$600)
FICA Expense	\$367	\$367	\$413	(\$46)
Engineering	\$8,500	\$8,500	\$970	\$7,530
Assessment Roll	\$7,500	\$7,500	\$7,500	\$0
Arbitrage	\$1,200	\$1,200	\$1,200	\$0
Dissemination	\$3,500	\$3,500	\$3,500	(\$0)
Attorney	\$20,000	\$20,000	\$8,074	\$11,926
Annual Audit	\$3,400	\$3,400	\$3,500	(\$100)
Trustee fees	\$18,000	\$16,000	\$16,000	\$0
Management Fees	\$41,600	\$41,600	\$41,600	(\$0)
Computer Time	\$1,250	\$1,250	\$1,250	(\$0)
Website Compliance	\$700	\$700	\$700	\$0
Telephone	\$150	\$150	\$166	(\$16)
Postage	\$600	\$600	\$218	\$382
Printing & Binding	\$1,000	\$1,000	\$542	\$459
Insurance	\$6,646	\$6,646	\$7,331	(\$685)
Legal Advertising	\$800	\$800	\$885	(\$85)
Other Current Charges	\$1,400	\$1,400	\$400	\$1,000
Office Supplies	\$100	\$100	\$39	\$61
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Capital Reserves-Transfer Out	\$7,807	\$7,807	\$60,000	(\$52,193)
TOTAL EXPENDITURES	\$129,495	\$127,495	\$159,863	(\$32,368)
OTHER SOURCES/(USES)				
Interfund Transfers In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		(\$733)	
FUND BALANCE - Beginning	\$0		\$233,447	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$232,715</u>	

Bartram Park
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2022

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Revenues:</u>													
Assessments	\$0	\$11,278	\$111,653	\$2,716	\$592	\$911	\$14,873	\$2,877	\$14,141	\$0	\$0	\$0	\$159,042
Interest	\$1	\$1	\$1	\$1	\$1	\$0	\$1	\$1	\$1	\$1	\$1	\$82	\$88
Transfer In 2012 Close out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1	\$11,279	\$111,654	\$2,716	\$592	\$912	\$14,874	\$2,878	\$14,142	\$1	\$1	\$82	\$159,130
<u>Expenditures:</u>													
<u>Administrative</u>													
Supervisor Fees	\$0	\$800	\$0	\$800	\$0	\$1,000	\$800	\$0	\$0	\$2,000	\$0	\$0	\$5,400
FICA Expense	\$0	\$61	\$0	\$61	\$0	\$77	\$61	\$0	\$0	\$153	\$0	\$0	\$413
Engineering	\$135	\$0	\$0	\$0	\$0	\$0	\$0	\$64	\$257	\$0	\$514	\$0	\$970
Assessment Roll	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$600	\$0	\$1,200
Dissemination	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$3,500
Attorney	\$1,075	\$420	\$420	\$869	\$493	\$500	\$1,286	\$0	\$175	\$1,369	\$1,468	\$0	\$8,074
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500
Trustee fees	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$16,000
Management Fees	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$3,467	\$41,600
Computer Time	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$1,250
Website Compliance	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$700
Telephone	\$0	\$9	\$73	\$0	\$0	\$19	\$6	\$0	\$26	\$0	\$0	\$32	\$166
Postage	\$19	\$3	\$25	\$2	\$18	\$1	\$43	\$31	\$28	\$20	\$8	\$20	\$218
Printing & Binding	\$44	\$114	\$33	\$0	\$117	\$125	\$0	\$20	\$12	\$33	\$34	\$11	\$542
Insurance	\$7,331	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,331
Legal Advertising	\$163	\$0	\$0	\$80	\$80	\$0	\$80	\$76	\$245	\$80	\$0	\$83	\$885
Other Current Charges	\$100	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$100	\$400
Office Supplies	\$0	\$21	\$0	\$0	\$0	\$15	\$0	\$0	\$0	\$0	\$1	\$0	\$39
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Capital Reserves-Transfer Out	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$60,000
Total Expenses	\$40,463	\$5,349	\$4,472	\$5,732	\$4,628	\$9,158	\$6,397	\$54,112	\$5,264	\$13,576	\$6,545	\$4,167	\$159,863
Excess Revenues (Expenditures)	(\$40,462)	\$5,930	\$107,182	(\$3,016)	(\$4,036)	(\$8,246)	\$8,477	(\$51,235)	\$8,878	(\$13,575)	(\$6,545)	(\$4,084)	(\$733)

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND

Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2022

DESCRIPTION	PROPOSED BUDGET	PRORATED THRU 09/30/22	ACTUAL THRU 09/30/22	VARIANCE
REVENUES:				
Transfer In	\$60,000	\$60,000	\$72,381	\$12,381
Interest Income	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$60,000	\$60,000	\$72,381	\$12,381
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$0	\$0
Replacement and Maintenance	\$0	\$0	\$0	\$0
Other Current Charges	\$420	\$420	\$303	\$117
TOTAL EXPENDITURES	\$420	\$420	\$303	\$117
EXCESS REVENUES (EXPENDITURES)	\$59,580		\$72,078	
FUND BALANCE - Beginning	\$0		\$0	
FUND BALANCE - Ending	<u>\$59,580</u>		<u>\$72,078</u>	

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

Series 2015 Special Assessment Revenue Bonds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2022

DESCRIPTION	ADOPTED BUDGET	PRORATED THRU 09/30/22	ACTUAL THRU 09/30/22	VARIANCE
<u>REVENUES:</u>				
Special Assessments - On Roll	\$1,395,346	\$1,395,346	\$1,310,735	(\$84,611)
Interest Income	\$100	\$100	\$4,373	\$4,273
<u>TOTAL REVENUES</u>	\$1,395,446	\$1,395,446	\$1,315,108	(\$80,338)
<u>EXPENDITURES:</u>				
<u>Series 2015A-1</u>				
Interest Expense - 11/1	\$248,519	\$248,519	\$229,706	\$18,813
Interest Expense - 5/1	\$229,706	\$229,706	\$229,706	\$0
Principal Expense - 5/1	\$580,000	\$580,000	\$580,000	\$0
Special Call - 5/1	\$0	\$0	\$5,000	(\$5,000)
<u>Series 2015A-2</u>				
Interest Expense - 11/1	\$64,425	\$64,425	\$64,263	\$163
Interest Expense - 5/1	\$64,425	\$64,425	\$64,263	\$163
Principal Expense - 5/1	\$135,000	\$135,000	\$135,000	\$0
Principal Prepayment - 5/1	\$0	\$0	\$5,000	(\$5,000)
<u>TOTAL EXPENDITURES</u>	\$1,322,075	\$1,322,075	\$1,312,938	\$9,138
<u>EXCESS REVENUES (EXPENDITURES)</u>	\$73,371		\$2,171	
FUND BALANCE - Beginning	\$294,181		\$948,346	
FUND BALANCE - Ending	<u>\$367,552</u>		<u>\$950,517</u>	

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

Series 2022 Revenue Refunding Note
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2022

DESCRIPTION	PROPOSED BUDGET	PRORATED THRU 09/30/22	ACTUAL THRU 09/30/22	VARIANCE
<u>REVENUES:</u>				
Special Assessments - On Roll	\$0	\$0	\$0	\$0
Interest Income	\$0	\$0	\$1,257	\$1,257
TOTAL REVENUES	\$0	\$0	\$1,257	\$1,257
<u>EXPENDITURES:</u>				
Interest Expense - 11/1	\$0	\$0	\$0	\$0
Interest Expense - 5/1	\$0	\$0	\$0	\$0
Principal Expense - 5/1	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
<u>OTHER SOURCES/(USES):</u>				
Bonds Proceeds	\$12,730,000	\$12,730,000	\$12,730,000	\$0
Cost of Issuance	(\$319,045)	(\$319,045)	(\$319,045)	\$0
Transfer Out to Global Preceeds Escrow	(\$12,129,964)	(\$12,129,964)	(\$12,129,964)	\$0
TOTAL OTHER SOURCES/(USES)	\$280,991	\$280,991	\$280,991	\$0
EXCESS REVENUES (EXPENDITURES)	\$280,991		\$282,248	
FUND BALANCE - Beginning	\$0		\$0	
FUND BALANCE - Ending	<u>\$280,991</u>		<u>\$282,248</u>	

Bartram Park
Community Development District
Long Term Debt Report

Series 2015-A1 Refunding Bonds	
Interest Rate:	1.0%-4.65%
Maturity Date:	5/1/35
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$516,943.75
Reserve Balance:	\$516,943.75
 Bonds outstanding - 11/30/2015	 \$11,435,000
Less: May 1, 2021	(\$570,000)
Less: May 1, 2021 (Prepayment)	(\$80,000)
Less: May 1, 2022	(\$580,000)
Less: May 1, 2022 (Prepayment)	(\$5,000)
 Current Bonds Outstanding	 \$10,200,000

Series 2015-A2 Refunding Bonds	
Interest Rate:	4.0%-5%
Maturity Date:	5/1/35
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$131,868.75
Reserve Balance:	\$131,868.75
 Bonds outstanding - 11/30/2015	 \$2,780,000
Less: May 1, 2021	(\$135,000)
Less: May 1, 2021 (Prepayment)	(\$20,000)
Less: May 1, 2022	(\$135,000)
Less: May 1, 2022 (Prepayment)	(\$5,000)
 Current Bonds Outstanding	 \$2,485,000

Series 2022 Revenue Refunding Note	
Interest Rate:	2.80%
Maturity Date:	5/1/37
Reserve Fund Definition:	5% of Max Annual Debt Service
Reserve Fund Requirement:	\$52,323.00
Reserve Balance:	\$52,323.00
 Bonds outstanding - 3/15/22	 \$12,730,000
 Current Bonds Outstanding	 \$12,730,000

B.

BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2022 Summary of Assessment Receipts

ASSESSED	UNITS	SERIES 2005 / 2015A1-2 ASSESSED DEBT	SERIES 2012-1 ASSESSED DEBT	SERIES 2012-2 ASSESSED DEBT	SERIES 2012-3 ASSESSED DEBT	SERIES 2012-4 ASSESSED DEBT	SERIES 2012-5 ASSESSED DEBT	O&M ASSESSED	TOTAL ASSESSED
TOTAL NET TAX ROLL ASSESSED NET	4,148	1,305,909.89	397,923.88	-	388,838.61	265,528.23	280,913.67	129,495.38	2,768,609.66

<div> <div>28</div> <div>23</div> <div>24</div> <div>25</div> <div>26</div> <div>27</div> </div> SUMMARY TAX ROLL COLLECTIONS - SERIES 2015/2012									
DUVAL COUNTY DISTRIBUTION	DATE	SERIES 2015 DEBT RECEIVED	SERIES 2012-1 DEBT RECEIVED	SERIES 2012-2 DEBT RECEIVED	SERIES 2012-3 DEBT RECEIVED	SERIES 2012-4 DEBT RECEIVED	SERIES 2012-5 DEBT RECEIVED	O&M RECEIVED	TOTAL TAX ROLL RECEIPTS
1	11/10/2021	6,657.99	2,028.76	-	1,982.44	1,353.76	1,432.20	660.21	14,115.34
2	11/19/2021	107,077.16	32,627.49	-	31,882.55	21,771.80	23,033.32	10,617.88	227,010.20
3	12/6/2021	105,664.86	32,197.15	-	31,462.03	21,484.64	22,729.52	10,477.84	224,016.03
4	12/8/2021	151,335.23	46,113.37	-	45,060.52	30,770.71	32,553.65	15,006.56	320,840.03
5	12/9/2021	829,222.37	252,672.40	-	246,903.46	168,604.24	178,373.64	82,226.55	1,758,002.66
6	12/22/2021	39,758.95	12,114.95	-	11,838.35	8,084.11	8,552.53	3,942.54	84,291.44
7	1/1/2022	18,697.54	5,697.33	-	5,567.25	3,801.74	4,022.02	1,854.07	39,639.94
8	1/21/2022	8,689.60	2,647.81	-	2,587.35	1,766.84	1,869.21	861.67	18,422.48
9	2/7/2022	5,969.30	1,818.91	-	1,777.38	1,213.73	1,284.05	591.92	12,655.28
10	3/7/2022	5,711.24	1,740.27	-	1,700.54	1,161.26	1,228.54	566.33	12,108.18
11	3/23/2022	3,477.54	1,059.64	-	1,035.45	707.08	748.05	344.84	7,372.60
12	4/7/2022	9,881.17	-	-	-	-	-	11,067.53	20,948.70
13	4/21/2022	3,397.86	-	-	-	-	-	3,805.81	7,203.67
14	5/5/2022	2,255.77	-	-	-	-	-	2,526.60	4,782.37
15	5/23/2022	312.90	-	-	-	-	-	350.47	663.37
16	6/3/2022	312.90	-	-	-	-	-	350.47	663.37
TAX CERT	6/16/2022	12,312.52	-	-	-	-	-	13,790.78	26,103.30
		-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
TOTAL TAX ROLL RECEIPTS		1,310,734.89	390,718.06	-	381,797.31	260,719.90	275,826.73	159,042.06	2,778,838.96
BALANCE DUE TAX ROLL		(4,825.00)	7,205.82	-	7,041.30	4,808.33	5,086.94	(29,546.68)	(10,229.30)
PERCENT COLLECTED TAX ROLL		100%	98%	0%	98%	98%	98%	123%	100%

C.

Bartram Park
Community Development District

Check Register Summary
7/1/2022 - 9/30/2022

Check Date	Check #'s	Total Amount	
7/1/2022 - 7/31/2022	1261-1264	\$	10,898.93
8/1/2022 - 8/31/2022	1265-1268	\$	33,211.47
9/1/2022 - 9/30/2022	1269-1270	\$	11,219.60
Total		\$	55,330.00

** Fedex Invoices will be available upon request*

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT	#
8/12/22	00012	8/01/22 239	202208 310-51300-34000			*	3,466.67		
		AUG MANAGEMENT FEES							
		8/01/22 239	202208 310-51300-35110			*	58.33		
		AUG WEBSITE ADMIN							
		8/01/22 239	202208 310-51300-35100			*	104.17		
		AUG INFORMATION TECH							
		8/01/22 239	202208 310-51300-31300			*	291.67		
		AUG DISSEM AGENT SERVICES							
		8/01/22 239	202208 310-51300-51000			*	.54		
		OFFICE SUPPLIES							
		8/01/22 239	202208 310-51300-42000			*	8.22		
		POSTAGE							
		8/01/22 239	202208 310-51300-42500			*	33.75		
		COPIES							
					GOVERNMENTAL MANAGEMENT SERVICES			3,963.35	001266
8/12/22	00073	7/31/22 3083166	202206 310-51300-31500			*	175.00		
		JUN GENERAL COUNSEL							
					KUTAK ROCK LLP			175.00	001267
8/29/22	00030	8/23/22 23067	202208 310-51300-31200			*	600.00		
		ARBIT SE2015 FYE6/30/22							
					GRAU AND ASSOCIATES			600.00	001268
9/13/22	00037	9/02/22 16614	202209 300-15500-10000			*	7,236.00		
		FY23 POLICY RENEWAL							
					EGIS INSURANCE ADVISORS, LLC			7,236.00	001269
9/13/22	00012	9/01/22 240	202209 310-51300-34000			*	3,466.67		
		SEP MANAGEMENT FEES							
		9/01/22 240	202209 310-51300-35110			*	58.33		
		SEP WEBSITE ADMIN							
		9/01/22 240	202209 310-51300-35100			*	104.17		
		SEP INFORMATION TECH							
		9/01/22 240	202209 310-51300-31300			*	291.67		
		SEP DISSEM AGENT SERVICES							
		9/01/22 240	202209 310-51300-42000			*	20.01		
		POSTAGE							
		9/01/22 240	202209 310-51300-42500			*	10.80		
		COPIES							
		9/01/22 240	202209 310-51300-41000			*	31.95		
		TELEPHONE							
					GOVERNMENTAL MANAGEMENT SERVICES			3,983.60	001270
					TOTAL FOR BANK A		55,330.00		
					BPAR BARTRAM PARK	BPEREGRINO			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
TOTAL FOR REGISTER						55,330.00	

BPAR BARTRAM PARK BPEREGRINO

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 238**Invoice Date:** 7/1/22**Due Date:** 7/1/22**Case:****P.O. Number:****Bill To:**

Bartram Park CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - July 2022 1.310.573.340		3,466.67	3,466.67
Website Administration - July 2022 35710		58.33	58.33
Information Technology - July 2022 357		104.17	104.17
Dissemination Agent Services - July 2022 313		291.67	291.67
Office Supplies 510		0.36	0.36
Postage 1.310.573.420		20.10	20.10
Copies 1.310.513.425		33.00	33.00

Total \$3,974.30**Payments/Credits** \$0.00**Balance Due** \$3,974.30

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Bartram Park Community Development District
1408 Hamlin Avenue, Unit E
Saint Cloud, FL 34771

Invoice No. 22796
Date 06/30/2022

SERVICE	30A	AMOUNT
Project: <u>Arbitrage - Series 2012 FYE 5/31/2022</u>		\$ 600.00
1.310.51300..31200		
	Subtotal:	600.00
	Total	600.00
	Current Amount Due	\$ 600.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

June 30, 2022

Date

Attn: Shelby Stephens
GMS, LLC
475 WEST TOWN PLACE, STE 114
SAINT AUGUSTINE FL 32092

6717
1,310.573.480

Payment Due Upon Receipt

Serial # 22-04248D	PO/File #	\$245.00
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors' Meeting		Amount Due
		Amount Paid
Bartram Park Community Development District		\$245.00
		Payment Due
Case Number	<i>For your convenience, you may remit payment at https://www.jaxdailyrecord.com/send-payment.</i>	
Publication Dates 6/30, 7/7		
County Duval		

*Payment is due before
the Proof of Publication
is released.*

*If payment is being mailed,
please reference the Serial #
from this invoice on your
check or remittance advice.*

Your notice can be found at www.jaxdailyrecord.com

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**BARTRAM PARK
COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF PUBLIC
HEARING TO CONSIDER
THE ADOPTION OF THE
FISCAL YEAR 2022/2023
BUDGET; AND NOTICE
OF REGULAR BOARD OF
SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Bartram Park Community Development District ("District") will hold a public hearing on July 27, 2022 at 11:00 a.m. at the Bartram Springs Amenity Center, 14530 East Cherry Lake Dr., Jacksonville, FL 32258, for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850, joliver@gmsnf.com ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://bartram-parkcdd.com/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver
District Manager

Jun. 30, Jul. 7 00 (22-04248D)

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

July 7, 2022

Date

Attn: Shelby Stephens
GMS, LLC
475 WEST TOWN PLACE, STE 114
SAINT AUGUSTINE FL 32092

1.310.573.671A
480

Payment Due Upon Receipt

Serial #	22-04392D	PO/File #		\$79.63
Notice of Special Meeting				Amount Due
				Amount Paid
Bartram Park Community Development District				\$79.63
				Payment Due
Case Number				<i>For your convenience, you may remit payment at https://www.jaxdailyrecord.com/send-payment.</i>
Publication Dates	7/7			
County	Duval			

*Payment is due before
the Proof of Publication
is released.*

*If payment is being mailed,
please reference the Serial #
from this invoice on your
check or remittance advice.*

Your notice can be found at www.jaxdailyrecord.com

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

Preliminary Proof Of Legal Notice
(This is not a proof of publication.)

***Please read copy of this advertisement and advise us of any
necessary corrections before further publications.***

**NOTICE OF
SPECIAL MEETING
BARTRAM PARK
COMMUNITY
DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of the Bartram Park Community Development District will be held on **Thursday July 14, 2022 at 2:00 p.m. at the Bartram Springs Amenity Center, 14530 East Cherry Lake Dr., Jacksonville, FL 32258.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver
District Manager

Jul. 7 00 (22-04392D)



BNY MELLON

The Bank of New York Mellon
Trust Company, N.A.

INVOICE

BARTRAM PARK COMMUNITY DEVELOPMENT
DISTRICT, C/O GMS, LLC.
ATTN: JIM OLIVER
475 WEST TOWN PLACE, SUITE 114 WORLD GOLF VILLAGE
ST. AUGUSTINE, FL 32092

000001

Invoice Number: 252-2481846
Account Number: BARTRAM15-A1
Invoice Date: 01-Jul-22
Cycle Date: 01-Jul-22
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Currency: USD

BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT REVENUE REFUNDING
BONDS, SERIES 2015A-1

	<u>Quantity</u>	<u>Rate</u>	<u>Proration</u>	<u>Subtotal</u>	<u>Total</u>
Flat					
Trustee Fee					4,000.00
For the period: July 01, 2022 to June 30, 2023					

Invoice Total:	4,000.00
Satisfied To Date:	0.00
Balance Due:	4,000.00

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance.
Our Tax ID Number is 95-3571558. Please fax Taxpayer Certification requests to (732) 667-9576.
The Bank of New York Mellon Trust Company, N.A is located at 400 South Hope Street - Suite 400,
Los Angeles, CA 90071

Check Payment Instructions:
The Bank of New York Mellon
Corporate Trust Department
P.O. Box 392013
Pittsburgh, PA 15251-9013
Please enclose billing stub.

Wire and ACH Payment Instructions:
The Bank of New York Mellon
ABA Number: 021000018
Account Number: 8901245259
Account Name: BNY Mellon - Fee Billing Wire Fees
Please reference Invoice Number: 252-2481846

Billing Stub

BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT REVENUE REFUNDING BONDS, SERIES
2015A-1

Invoice Number: 252-2481846
Account Number: BARTRAM15-A1
Invoice Date: 01-Jul-22
Cycle Date: 01-Jul-22
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Amount: 4,000.00 USD

000000613828252D24818460000000000004000004


BNY MELLON

 The Bank of New York Mellon
Trust Company, N.A.

INVOICE

 BARTRAM PARK COMMUNITY DEVELOPMENT
DISTRICT, C/O GMS, LLC.
ATTN: JIM OLIVER
475 WEST TOWN PLACE, SUITE 114 WORLD GOLF VILLAGE
ST. AUGUSTINE, FL 32092

000001

Invoice Number:	252-2481847
Account Number:	BARTRAM-A2
Invoice Date:	01-Jul-22
Cycle Date:	01-Jul-22
Administrator:	Caroline Cowart
Phone Number:	904-645-1919
Currency:	USD

 BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT REVENUE REFUNDING
BONDS, SERIES 2015A-2

	<u>Quantity</u>	<u>Rate</u>	<u>Proration</u>	<u>Subtotal</u>	<u>Total</u>
Flat					
Administration Fee					2,000.00
For the period: July 01, 2022 to June 30, 2023					

Invoice Total:	2,000.00
Satisfied To Date:	0.00
Balance Due:	2,000.00

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance.
Our Tax ID Number is 95-3571558. Please fax Taxpayer Certification requests to (732) 667-9576.
The Bank of New York Mellon Trust Company, N.A is located at 400 South Hope Street - Suite 400,
Los Angeles, CA 90071

Check Payment Instructions:
The Bank of New York Mellon
Corporate Trust Department
P.O. Box 392013
Pittsburgh, PA 15251-9013
Please enclose billing stub.

Wire and ACH Payment Instructions:
The Bank of New York Mellon
ABA Number: 021000018
Account Number: 8901245259
Account Name: BNY Mellon - Fee Billing Wire Fees
Please reference Invoice Number: 252-2481847

Billing Stub

 BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT REVENUE REFUNDING BONDS, SERIES
2015A-2

Invoice Number:	252-2481847
Account Number:	BARTRAM-A2
Invoice Date:	01-Jul-22
Cycle Date:	01-Jul-22
Administrator:	Caroline Cowart
Phone Number:	904-645-1919
Amount:	2,000.00 USD

000000613657252D24818470000000000002000000

Bartram Park CDD

GENERAL FUND

Check Request

Date	Amount	Authorized By
July 18, 2022	\$28,473.12	Bernadette Peregrino

Payable to:

Vendor #57 - BNY MELLON C/O Bartram Park - Series 2015

Date Check Needed:

Budget Category:

7/18/22	001.300.20700.10500
---------	----------------------------

Intended Use of Funds Requested:

DUVAL COUNTY TAXES		
4/7/22	\$9,881.17	Duval Tax Dist 12
4/21/22	\$3,397.86	Duval Tax Dist 13
5/5/22	\$2,255.77	Duval Tax Dist 14
5/23/22	\$312.90	Duval Tax Dist 15
6/3/22	\$312.90	Duval Tax Dist 16
6/16/22	\$12,312.52	Duval Tax Tax Cert Dist
	<u>\$28,473.12</u>	
<i>(Attach supporting documentation for request.)</i>		

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 239**Invoice Date:** 8/1/22**Due Date:** 8/1/22**Case:****P.O. Number:****Bill To:**

Bartram Park CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - August 2022	1.310.513.340	3,466.67	3,466.67
Website Administration - August 2022	35110	58.33	58.33
Information Technology - August 2022	3510	104.17	104.17
Dissemination Agent Services - August 2022	313	291.67	291.67
Office Supplies	510	0.54	0.54
Postage	420	8.22	8.22
Copies	425	33.75	33.75
Total			\$3,963.35
Payments/Credits			\$0.00
Balance Due			\$3,963.35

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

July 31, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3083166

Client Matter No. 3223-1

Mr. Jim Oliver
Bartram Park CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3083166
3223-1

Re: Bartram Park CDD - General Counsel

For Professional Legal Services Rendered

06/30/22	W. Haber	0.50	175.00	Review request for JEA utility easement; confer with counsel for developer regarding same
TOTAL HOURS		0.50		
TOTAL FOR SERVICES RENDERED				\$175.00
TOTAL CURRENT AMOUNT DUE				<u>\$175.00</u>

1.310.513.315
73A

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Bartram Park Community Development District
1408 Hamlin Avenue, Unit E
Saint Cloud, FL 34771

Invoice No. 23067
Date 08/23/2022

SERVICE

AMOUNT

Project: Arbitrage - Series 2015 FYE 6/30/2022
Arbitrage Services

\$ 600.00

Subtotal: 600.00

Total 600.00

Current Amount Due \$ 600.00

1.310.513.312
30A

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Bartram Park Community Development District
1408 Hamlin Avenue, Unit E
Saint Cloud, FL 34771

Invoice No. 23067
Date 08/23/2022

SERVICE

AMOUNT

Project: Arbitrage - Series 2015 FYE 6/30/2022
Arbitrage Services

\$ 600.00

Subtotal: 600.00

Total 600.00

Current Amount Due \$ 600.00

1.310.513.312
30A

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.



INVOICE

Customer	Bartram Park Community Development District
Acct #	194
Date	09/02/2022
Customer Service	Kristina Rudez
Page	1 of 1

Bartram Park Community Development District
c/o Government Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 7,236.00
Payment Amount	
Payment for:	Invoice#16614
100122146	

Thank You

Please detach and return with payment



Customer: Bartram Park Community Development District

Invoice	Effective	Transaction	Description	Amount
16614	10/01/2022	Renew policy	Policy #100122146 10/01/2022-10/01/2023 Florida Insurance Alliance GL,POL,EPLI,EBL,HNO - Renew policy Due Date: 9/2/2022 1.300.15500.10000 37A	7,236.00
				Total
				\$ 7,236.00
				Thank You
FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349				

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	sclimer@egisadvisors.com	09/02/2022
Atlanta, GA 30374-8555		

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 240

Invoice Date: 9/1/22

Due Date: 9/1/22

Case:

P.O. Number:

Bill To:

Bartram Park CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

9/6 Approved

Description	Hours/Qty	Rate	Amount
Management Fees - September 2022	1.310.573.340	3,466.67	3,466.67
Website Administration - September 2022	3510	58.33	58.33
Information Technology - September 2022	351	104.17	104.17
Dissemination Agent Services - September 2022	313	291.67	291.67
Postage	420	20.01	20.01
Copies	425	10.80	10.80
Telephone	1.310.613.410	31.95	31.95
Total			\$3,983.60
Payments/Credits			\$0.00
Balance Due			\$3,983.60