

**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 26, 2023** 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:

James Griffith	Chairman
Trisston Brown	Vice Chairman
Don Smith	Assistant Secretary
Patricia Evert	Assistant Secretary
Joan Nero	Assistant Secretary

Also present were:

Jim Oliver	District Manager, GMS
Wes Haber	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

Approval of Minutes of the January 25, 2023 Meeting

Mr. Oliver presented the minutes of the January 25, 2023 Board of Supervisors meeting and asked for any comments, corrections, or questions. Hearing none, there was a motion of approval.

April 26, 2023

Bartram Park CDD

On MOTION by Ms. Evert, seconded by Mr. Smith, with all in favor, the January 25, 2023 Board of Supervisors Meeting Minutes, were approved.

FOURTH ORDER OF BUSINESS Acceptance of FY 22 Financial Audit

Mr. Oliver noted that there is a copy of the financial audit in the agenda packet. It was considered a clean audit and no deficiencies were identified. He reviewed the audit for the Board's information and understanding. Included in the audit is the letter of compliance that is required by Florida Statutes where the auditor concluded that the District complied in all material respects with the affirmation and requirements of the Fiscal Year ending September 30, 2022.

On MOTION by Mr. Griffith, seconded by Mr. Smith, with all in favor, Accepting the FY 22 Financial Audit, was approved.

**FIFTH ORDER OF BUSINESS Consideration of Resolution 2023-04,
Approving the FY 2024 Proposed Budget &
Setting a Public Hearing Date for Adoption**

Mr. Oliver suggested the public hearing date of July 26, 2023 due to the 60-day window of the approval of the budget and the public hearing for adoption. The assessment roll to the tax collector is due by July 31, 2023. He noted that assessments will be staying the same and reported that there will be a deficit due to the \$60,000 being moved to the capital reserve. Mr. Oliver offered to answer any budgetary questions. Mr. Haber explained the resolution to the Board and noted that the resolution is approving a proposed budget for purposes of sending something to the city of Jacksonville and to set the public hearing.

On MOTION by Mr. Griffith, seconded by Ms. Nero, with all in favor, Resolution 2023-04 Approving the FY 2024 Proposed Budget & Setting a Public Hearing Date for Adoption on July 26, 2023 at 11:00 a.m., was approved.

SIXTH ORDER OF BUSINESS Other Business

Mr. Oliver noted there was no other business.

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Bartram Park CDD

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing further for the Board and asked if there were any questions. Ms. Evert asked about the resolution being considered in legislation about training for special districts and asked if that may affect them. Mr. Haber noted that it has been up for consideration for the past few years and would be surprised if it does pass now. He will be sure to let the Board know if anything changes.

B. Engineer

There being no comments, the next item followed.

C. Manager

Mr. Oliver had nothing further for the Board, so the next item followed.

EIGHTH ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests

Discussion ensued about a self-storage facility and parking spots being built close to the CDD. The Board also discussed other development happening around the area.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending March 31, 2023

Mr. Oliver presented the unaudited financial reports. He did note that the income statement shows a negative variance of \$42,000 because of the \$60,000 transfer to the capital reserve fund.

B. Assessment Receipt Schedules

Mr. Oliver noted that the District was 98% collected on the assessment receipt schedules.

C. Approval of Check Register

Mr. Oliver stated the check register is included in the agenda and noted a lot of large transactions due to the assessment collection transfers being moved from the general fund. He then asked for a motion of approval.

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Bartram Park CDD

On MOTION by Mr. Smith, seconded by Ms. Evert, with all in favor, the Financial Reports, were approved.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 26, 2023 @
11:00 a.m. at the Bartram Springs Amenity
Center, 14530 East Cherry Lake Dr.,
Jacksonville, Florida 32258**

Mr. Oliver stated the next scheduled meeting and budget hearing is scheduled for July 26, 2023 at the same location at 11:00 a.m.

TWELFTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
James Griffith
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Chairman/Vice Chairman