

BARTRAM PARK
Community Development District

February 5, 2025

AGENDA

Bartram Park

Community Development District

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

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

January 29, 2025

Board of Supervisors
Bartram Park Community Development District

Dear Board Members:

The Bartram Park Community Development District Board of Supervisors is scheduled for **Wednesday, February 5, 2025 at 11:00** a.m. at the offices of England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Following is the advance agenda for this meeting:

- I. Roll Call
- II. Public Comment
- III. Organizational Matters
 - A. Appointment of Candidates to Fill Vacant General Election Seats 1, 3, and 5
 - B. Oath of Office for Newly Appointed Supervisors
 - C. Election of Officers, Resolution 2025-01
- IV. Approval of Minutes of the October 23, 2024 Meeting
- V. Consideration of Agreement with Alliant for District Engineering Services
- VI. Other Business
- VII. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
- VIII. Audience Comments
- IX. Supervisor's Requests

- X. Financial Reports
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2024
 - B. Assessment Receipt Schedules
 - C. Approval of Check Register
- XI. Next Scheduled Meeting – April 23, 2025 at 11:00 a.m. @ England-Thims & Miller
- XII. Adjournment

THIRD ORDER OF BUSINESS

C.

RESOLUTION 2025-01

**A RESOLUTION DESIGNATING OFFICERS OF THE
BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of the Bartram Park Community Development District at a regular business meeting held on February 5, 2025 desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
<u>James Oliver</u>	Secretary
<u>James Oliver</u>	Treasurer
<u>Darrin Mossing</u>	Assistant Treasurer
<u>Daniel Laughlin</u>	Assistant Treasurer
<u>Marilee Giles</u>	Assistant Treasurer
<u>Matthew Biagetti</u>	
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
<u>Darrin Mossing</u>	Assistant Secretary
<u>Daniel Laughlin</u>	Assistant Secretary
<u>Marilee Giles</u>	Assistant Secretary
<u>Matthew Biagetti</u>	

PASSED AND ADOPTED THIS 5TH DAY OF FEBRUARY, 2025.

Chairman / Vice Chairman

Secretary / Assistant Secretary

FOURTH ORDER OF BUSINESS

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, 2024 at 11:00 a.m. at the offices of England-Thims & Miller, Inc, 14775 Old St. Augustine Road, Jacksonville, Florida.

Present and constituting a quorum were:

James Griffith	Chairman
Joan Nero	Supervisor
Larry Lokey	Supervisor
Lynda Learn	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 at 11:00 a.m. and called roll. Four Board members were present 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 24, 2024 Meeting

Mr. Oliver presented the minutes of the July 24, 2024 Board of Supervisors meeting and asked for any corrections. The Board had no changes to the minutes.

On MOTION by Mr. Griffith, seconded by Ms. Nero, with all in favor, the Minutes of the July 24, 2024 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Ratification of CDD Goals & Objectives

Mr. Oliver updated the Board on new legislation requiring CDDs to adopt goals and objectives to be approved by October 1st. These have already been processed so asking the Board to ratify those today. The Board will evaluate themselves by the end of 2025.

On MOTION by Mr. Griffith, seconded by Mr. Lokey, with all in favor, the CDD Goals & Objectives, were ratified.

FIFTH ORDER OF BUSINESS

Consideration of Responses to RFQ for Engineering Services

Mr. Oliver noted the Districts Engineer resigned due to new construction projects. An RFQ was issued and qualifications came back from one group, Alliant. He asked for a motion for the Board to rank their qualifications as the highest and authorize staff to negotiate with them to enter into an agreement done in conjunction with the Chair.

On MOTION by Mr. Griffith, seconded by Ms. Nero, with all in favor, the Responses to RFQ for Engineering Services – Ranking Alliant as Top Ranked Engineering Firm & Authorizing Staff and Chair to Negotiate an Agreement, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Audit Engagement Letter for Fiscal Year 2024 Audit

Mr. Oliver stated this has already been executed. The audit is underway and the price was \$3,800.

On MOTION by Mr. Griffith, seconded by Mr. Lokey, with all in favor, the Audit Engagement Letter for Fiscal Year 2024 Audit, was ratified.

SEVENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Haber had nothing to report. Mr. Oliver reminded the Board to report completion of ethics training and Form 1 in 2025.

B. Engineer

There being no comments, the next item followed.

C. Manager

Mr. Oliver discussed the general election process. There were three seats that no one qualified for. They will hold a special meeting November 18th at noon.

NINTH ORDER OF BUSINESS Audience Comments

Mr. Oliver noted no members of the public were present.

TENTH ORDER OF BUSINESS Supervisor's Requests

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2024

Mr. Oliver presented the financials through September 30th. There is a positive variance excess of over \$32,000.

B. Assessment Receipt Schedules

Mr. Oliver stated the District is fully collected for FY24.

C. Approval of Check Register

Mr. Oliver presented the check register which requires Board approval.

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

TWELFTH ORDER OF BUSINESS

Next Regular Scheduled Meeting – January 22, 2025 at 11:00 a.m. @ England-Thims & Miller

Mr. Oliver stated the next regular scheduled meeting will be January 22, 2025 at 11:00 a.m. at Bartram Springs Amenity Center at 14530 East Cherry Lake Dr., Jacksonville, Florida however a Special Meeting will be held November 18, 2024 at 12:00 p.m. at Bartram Springs.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

FIFTH ORDER OF BUSINESS

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES (the “**Agreement**”) is made and entered into this 5th day of November, 2024, by and between:

Bartram Park Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in the Duval County, Florida, with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “**District**”); and

Alliant Engineering, Inc., a Minnesota corporation, with a mailing address of 10475 Fortune Parkway, Suite 101, Jacksonville, Florida 32256 (the “**Engineer**”).

RECITALS

WHEREAS, the District is a local unit of special purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, by ordinance of the City Council of the City of Jacksonville, Duval County, Florida; and

WHEREAS, the District is authorized to plan, acquire and/or maintain improvements, facilities and services in conjunction with the development and maintenance of the lands within the District; and

WHEREAS, pursuant to Sections 190.033 and 287.055, *Florida Statutes*, the District solicited qualifications from qualified firms and individuals to provide professional engineering services to the District on a continuing basis; and

WHEREAS, Engineer submitted a proposal to serve in this capacity; and

WHEREAS, the District's Board of Supervisors (the “**Board**”) ranked Engineer as the most qualified firm to provide professional engineering services for the District and authorized the negotiation of a contract pursuant to Section 287.055, *Florida Statutes*; and

WHEREAS, the District intends to employ Engineer to perform engineering, construction administration, environmental management and permitting, financial and economic studies, as defined by a separate work authorization or work authorizations; and

WHEREAS, the Engineer shall serve as District's professional representative in each service or project to which this Agreement applies and will give consultation and advice to the District during performance of these services.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the acts and deeds to be performed by the parties hereto and the payments by the District to the Engineer of the sums of money herein specified, it is mutually covenanted and agreed as follows:

ARTICLE 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated by reference herein as a material part of this Agreement.

ARTICLE 2. SCOPE OF SERVICES.

- A. The Engineer will provide general engineering services for the District, including:
1. Preparation of any necessary reports and attendance at meetings of the Board.
 2. Assisting in meeting with necessary parties involving bond issues, special reports, feasibility studies or other tasks.
 3. Providing professional engineering services, including but not limited to, review and execution of documents under the District's Trust Indentures and monitoring of District projects.
 4. Any other items requested by the Board.
- B. Engineer shall, when authorized by the Board, provide general services related to construction of any District projects, including but not limited to:
1. Periodic visits to the site, or full time construction management of District projects, as directed by District.
 2. Processing of contractors' pay estimates.
 3. Preparation of, and/or assistance with, the preparation of work authorizations, requisitions, change orders and acquisitions for review by the District Manager, District Counsel, and the Board.
 4. Final inspection and requested certificates for construction, including the final certificate of construction.
 5. Consultation and advice during construction, including performing all roles and actions required of any construction contract between District and any contractor(s) in which Engineer is named as owner's representative or "Engineer."
 6. Any other activity related to construction as authorized by the Board.
- C. With respect to maintenance of the facilities, Engineer shall render such services as authorized by the Board.

ARTICLE 3. METHOD OF AUTHORIZATION. Each service or project shall be authorized in writing by the District. The written authorization shall be incorporated in a work authorization which shall include the scope of services, compensation, project schedule, and special provisions or conditions specific to the service or project being authorized and shall be in a form similar to the form set for in **Exhibit A** hereto (“**Work Authorization**”). Authorization of services or projects under this Agreement shall be at the sole option of the District.

ARTICLE 4. COMPENSATION. It is understood and agreed that the payment of compensation for services under this Agreement shall be stipulated in each Work Authorization. One of the following methods will be utilized:

- A. Lump Sum Amount** – The District and Engineer shall mutually agree to a lump sum amount for the services to be rendered payable monthly in direct proportion to the work accomplished. For any lump-sum or cost-plus-a-fixed-fee professional service contract over the threshold amount provided in Section 287.017 of the Florida Statutes for CATEGORY FOUR, the District shall require the Engineer to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The price for any lump sum Work Authorization, and any additions thereto, will be adjusted to exclude any significant sums by which the District determines the Work Authorization was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments must be made within one (1) year following the completion of the work contemplated by the lump sum Work Authorization.
- B. Hourly Personnel Rates** – For services or projects where the scope of services is not clearly defined or recurring services or other projects where the District desires the use of the hourly compensation rates, the rates outlined in **Exhibit B**, attached hereto and incorporated by this reference, shall apply. The District and Engineer may agree to a “not to exceed” amount when utilizing hourly personnel rates for a specific work authorization.

ARTICLE 5. REIMBURSABLE EXPENSES. Reimbursable expenses consist of actual expenditures made by Engineer, its employees, or its consultants in the interest of the services for the incidental expenses as listed as follows:

- A.** Expenses of transportation and living when traveling in connection with a project and fees paid for securing approval of authorities having jurisdiction over the project. All expenditures shall be made in accordance with Chapter 112, *Florida Statutes*, and with the District’s travel policy.
- B.** Expense of reproduction, postage and handling of drawings and specifications.

ARTICLE 6. TERM OF AGREEMENT. It is understood and agreed that the term of this Agreement will be from the time of execution of this Agreement by the parties hereto until terminated in accordance with its terms.

ARTICLE 7. SPECIAL CONSULTANTS. When authorized in writing by the District, additional special consulting services may be utilized by Engineer and paid for on a cost basis.

ARTICLE 8. BOOKS AND RECORDS. Engineer shall maintain comprehensive books and records relating to any services performed under this Agreement, which shall be retained by Engineer for a period of at least four (4) years from and after completion of any services hereunder, or such further time as required under Florida law. The District, or its authorized representative, shall have the right to audit such books and records at all reasonable times upon prior notice to Engineer.

ARTICLE 9. OWNERSHIP OF DOCUMENTS.

- A.** Upon payment of all applicable compensation as properly invoiced and paid pursuant to Article 4, all rights in and title to all plans, drawings, specifications, ideas, concepts, designs, sketches, models, programs, software, creation, inventions, reports, or other tangible work product originally developed by Engineer pursuant to this Agreement (the “**Work Product**”) shall be and remain the sole and exclusive property of the District when developed and shall be considered work for hire.
- B.** Upon payment of all applicable compensation as properly invoiced and paid pursuant to Article 4, the Engineer shall deliver all Work Product to the District upon completion thereof, unless it is necessary for the Engineer in the District’s sole discretion to retain possession for a longer period of time. Notwithstanding the foregoing, the Engineer agrees that delivery of any Work Product necessary to proceed with the ongoing work of the District shall not be withheld or unreasonably delayed solely based upon the timing of the invoicing or payment. Upon early termination of the Engineer’s services hereunder, the Engineer shall deliver to the District all such Work Product, whether complete or not. The District shall have all rights to use any and all Work Product. Engineer shall retain copies of the Work Product for its permanent records, provided the Work Product is not used without the District’s prior express written consent. The Engineer agrees not to recreate any Work Product contemplated by this Agreement, or portions thereof, which if constructed or otherwise materialized, would be reasonably identifiable with the District.
- C.** The District exclusively retains all manufacturing rights to all materials or designs developed under this Agreement. To the extent the services performed under this Agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for the District as the author, creator, or inventor thereof upon creation, and the District shall have all rights therein including, without limitation, the right of reproduction, with

respect to such work. The Engineer hereby assigns to the District any and all rights the Engineer may have including, without limitation, the copyright, with respect to such work. The Engineer acknowledges that the District is the motivating factor for, and for the purpose of copyright or patent, has the right to direct and supervise, the preparation of such copyrightable or patentable materials or designs.

ARTICLE 10. REUSE OF DOCUMENTS. All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are instruments of service. Such documents are not intended or represented to be suitable for reuse by District or others on extensions of the work for which they were provided or on any other project. Any reuse without specific written consent by Engineer will be at the District's sole risk and without liability or legal exposure to Engineer. All documents including drawings, plans and specifications furnished by Engineer to District are subject to reuse in accordance with Section 287.055(10), *Florida Statutes*.

ARTICLE 11. ESTIMATE OF COST. Since Engineer has no control over the cost of labor, materials, or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, Engineer's opinions of probable cost provided as a service hereunder are to be made on the basis of its experience and qualifications and represent Engineer's best judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable cost prepared by Engineer. If the District wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the construction cost within any limitation established by the District will be considered additional services and justify additional fees.

ARTICLE 12. INSURANCE.

- A. Subject to the provisions of this Article, the Engineer shall, at a minimum, maintain throughout the term of this Agreement the following insurance:
1. Workers' Compensation Insurance in accordance with the laws of the State of Florida.
 2. Commercial General Liability Insurance, including but not limited to, bodily injury (including contractual), property damage (including contractual), products and completed operations, and personal injury with limits of not less than One Million Dollars and No Cents (\$1,000,000.00) per occurrence, and not less than Two Million Dollars and No Cents (\$2,000,000.00) in the aggregate covering all work performed under this Agreement.
 3. Automobile Liability Insurance, including without limitation bodily injury and property damage, including all vehicles owned, leased, hired, and non-owned vehicles with limits of not less than One Million Dollars

and No Cents (\$1,000,000.00) combined single limit covering all work performed under this Agreement.

4. Professional Liability Insurance for Errors and Omissions, with limits of not less than One Million Dollars and No Cents (\$1,000,000.00).
- B. All insurance policies, except for the Professional Liability Insurance, secured by Engineer pursuant to the terms of this Agreement shall be written on an “occurrence” basis to the extent permitted by law.
 - C. The District and the District’s officers, supervisors, agents, staff, and representatives shall be named as additional insured parties, except with respect to the Worker’s Compensation Insurance and Professional Liability Insurance for which only proof of insurance shall be provided. The Engineer shall furnish the District with the Certificate of Insurance evidencing compliance with the requirements of this Section. No certificate shall be acceptable to the District, unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the state of Florida.
 - D. If the Engineer fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Engineer shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District’s obtaining the required insurance.

ARTICLE 13. CONTINGENT FEE. The Engineer warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Engineer, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Engineer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

ARTICLE 14. AUDIT. Records of the Engineer pertaining to the services provided hereunder shall be kept on a basis of generally accepted accounting principles and shall be available to the District or its authorized representative for observation or audit at mutually agreeable times. The Engineer agrees that the District or any of its duly authorized representatives shall have access to and the right to examine any books, documents, papers, and records of the Engineer involving transactions related to the Agreement for a period of four (4) years or longer as required by law. The Engineer agrees that payment made under the Agreement shall be subject to reduction for amounts charged thereto that are found on the basis of audit examination not to constitute allowable costs. All required records shall be maintained until either (a) the completion of an audit and resolution of all questions arising therefrom, or (b) three years after the expenditure

of all funds under this Agreement, or (c) the public record retention period established by the District's records retention policy, whichever comes later.

ARTICLE 15. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by the Engineer, shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public or governmental authority having appropriate jurisdiction. If the Engineer fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Engineer or any of its agents, servants, or employees, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

ARTICLE 16. COMPLIANCE WITH PROFESSIONAL STANDARDS. In performing its obligations under this Agreement, the Engineer and each of its agents, servants, employees, or anyone directly or indirectly employed by Engineer, shall maintain the generally accepted professional standard of care, skill, diligence, and professional competency for such work and/or services consistent with industry standards used by members of the Engineer's profession practicing under similar circumstances. Any designs, drawings, reports, or specifications prepared or furnished by Engineer that contain errors, conflicts, or omissions will be promptly corrected by Engineer at no cost to the District.

ARTICLE 17. INDEMNIFICATION.

- A. The Engineer agrees, to the fullest extent permitted by law (except against professional liability claims), to indemnify, defend, and hold harmless the District and the District's officers, supervisors, agents, staff, and representatives (together, the "**Indemnitees**"), from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Engineer and other persons employed or utilized by the Engineer in the performance of this Agreement, including without limitation the Engineer's contractors, subcontractors, and sub-subcontractors. For avoidance of doubt, indemnification obligation of the Contractor herein requires the Contractor to indemnify the District for any and all percentage of fault attributable to Contractor for in any claims arising hereunder (whether such claim is against the District, the Contractor or the District and Contractor as jointly liable parties) regardless of whether the District is adjudged to be more or less than 50% at fault. To the extent a limitation on liability is required by Section 725.06 of the Florida Statutes or other applicable law, liability under this section shall in no event exceed the sum of One Million Dollars and No Cents (\$1,000,000.00) and Engineer shall carry, at his own expense, insurance in a company satisfactory to District to cover the aforementioned liability. Engineer

agrees such limitation bears a reasonable commercial relationship to the Agreement and was part of the project specifications or bid documents.

- B.** The Engineer agrees and covenants that nothing in this Agreement shall constitute or be construed as a waiver of the District's sovereign immunity pursuant to Section 768.28, *Florida Statutes*, or other law, and nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.
- C.** In the event that any indemnification, defense, or hold harmless provision of this Agreement is determined to be unenforceable, the provision shall be reformed in accordance with the mutual intent of the Engineer and the District to provide indemnification, defense, and hold harmless provisions to the maximum effect allowed by Florida law and for the benefit of the Indemnitees.
- D.** Neither District nor Engineer shall be liable to the other party in any circumstances for any indirect, economic, special or consequential loss or damage, including but not limited to, loss of revenue, loss of production or loss of profit.

ARTICLE 18. EMPLOYMENT VERIFICATION. The Engineer agrees that it shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons it employs in the performance of this Agreement.

ARTICLE 19. INDEPENDENT CONTRACTOR. In all matters relating to this Agreement, the District and the Engineer agree and acknowledge that the Engineer shall serve as an independent contractor of the District. Neither the Engineer nor employees of the Engineer, if any, are employees of the District under the meaning or application of any Federal or State unemployment, insurance laws, or any other potentially applicable laws. The Engineer agrees to assume all liabilities or obligations by any one or more of such laws with respect to employees of the Engineer, if any, in the performance of this Agreement. The Engineer shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Engineer shall have no authority to represent as agent, employee, or in any other capacity the District, unless set forth differently herein or authorized by vote of the Board.

ARTICLE 20. CONTROLLING LAW. The Engineer and the District agree that this Agreement shall be controlled and governed by the laws of the State of Florida. Venue for all proceedings with respect to this Agreement shall be Duval County, Florida.

ARTICLE 21. NOTICE. All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

- A. If to Engineer:** Alliant Engineering, Inc.
10475 Fortune Parkway, Suite 101

Jacksonville, Florida 32256
Attn: David R. Landing, PE

B. If to District:

Bartram Park Community
Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to:

Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Engineer may deliver Notice on behalf of the District and the Engineer. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

ARTICLE 22. PUBLIC RECORDS. Engineer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Engineer agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Engineer acknowledges that the designated public records custodian for the District is **Jim Oliver** (“**Public Records Custodian**”). Among other requirements and to the extent applicable by law, the Engineer shall 1) keep and maintain public records required by the District to perform the Services; 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 Agreement term and following the Agreement term if the Engineer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the Agreement, transfer to the District, at no cost, all public records in Engineer’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 the Engineer, the Engineer 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 THE ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ENGINEERS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, JOLIVER@GMSNF.COM, OR 475 WEST TOWN PLACE, SUITE 114, ST, AUGUSTINE, FLORIDA 32092.

ARTICLE 23. NO THIRD PARTY BENEFITS. Nothing in the Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred by operation of law.

ARTICLE 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

ARTICLE 25. ASSIGNMENT. Except as provided otherwise in this Agreement, neither the District nor the Engineer shall assign, sublet, or transfer any rights under or interest in this Agreement without the express written consent of the other. Any purported assignment without such written consent is void. Nothing in this paragraph shall prevent the Engineer from employing such independent professional associates and consultants as Engineer deems appropriate and consistent with this Agreement.

ARTICLE 26. CONSTRUCTION DEFECTS. ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, *FLORIDA STATUTES*.

ARTICLE 27. AMENDMENT. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both the District and the Engineer.

ARTICLE 28. ARM'S LENGTH TRANSACTION. This Agreement reflects the negotiated agreement of the District and the Engineer, each represented by competent legal counsel. Accordingly, this Agreement shall be construed as if both parties jointly prepared it, and no presumption against one party or the other shall govern the interpretation or construction of any of the provisions of this Agreement.

ARTICLE 29. INDIVIDUAL LIABILITY. UNDER THIS AGREEMENT, AND PURSUANT TO THE REQUIREMENTS OF SECTION 558.0035, *FLORIDA STATUTES*, THE REQUIREMENTS OF WHICH ARE EXPRESSLY INCORPORATED HEREIN, AN INDIVIDUAL EMPLOYEE OR AGENT OF THE ENGINEER MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

ARTICLE 30. TERMINATION. The District may terminate this Agreement for cause immediately upon notice to Engineer. The District or the Engineer may terminate this Agreement

without cause upon thirty (30) days' written notice. At such time as the Engineer receives notification of the intent of the District to terminate the Agreement, the Engineer shall not perform any further services, unless directed to do so in writing by the District. In the event of any termination or breach of any kind, the Engineer shall not be entitled to consequential damages of any kind (including but not limited to lost profits), but instead the Engineer's sole remedy will be to recover payment for services rendered to the date of the notice of termination, subject to any offsets.

ARTICLE 31. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

ARTICLE 32. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Engineer is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover from the other party all costs incurred, including reasonable attorney's fees, paralegal fees, expert witness fees, and costs at all judicial levels.

ARTICLE 33. ACCEPTANCE. Acceptance of this Agreement is indicated by the signatures of the authorized representatives of the District and the Engineer in the spaces provided below.

ARTICLE 34. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

ARTICLE 35. E-VERIFY. The Engineer shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Engineer shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Engineer has knowingly violated Section 448.09(1), *Florida Statutes*. By entering into this Agreement, the Engineer represents that no public employer has terminated a contract with the Engineer under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

ARTICLE 36. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Engineer agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

ARTICLE 37. SCRUTINIZED COMPANIES STATEMENT. Engineer certifies it: (i) is not in violation of Section 287.135, *Florida Statutes*; (ii) is not on the Scrutinized Companies with Activities in Sudan List; (iii) is not on the Scrutinized Companies with Activities in the Iran

Petroleum Energy Sector List; (iv) does not have business operations in Cuba or Syria; (v) is not on the Scrutinized Companies that Boycott Israel List; and (vi) is not participating in a boycott of Israel. If the Engineer is found to have submitted a false statement with regards to the prior sentence, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, has engaged in business operations in Cuba or Syria, and/or has engaged in a boycott of Israel, the District may immediately terminate the Contract.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

Attest:

**BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

DocuSigned by:

Jim Oliver

Secretary / Assistant Secretary

Signed by:

James Griffith

Chairperson / Vice Chairperson,
Board of Supervisors

ALLIANT ENGINEERING, INC.

Witness

By: David R. Landing, PE

Its: Senior Civil Engineer

- EXHIBIT A:** Form of Work Authorization
- EXHIBIT B:** Rate Schedule

Exhibit A
Form of Work Authorization
_____, 20__

Bartram Park Community Development District
Duval County, Florida

Subject: **Work Authorization Number** ____
 Bartram Park Community Development District

Dear Chairperson, Board of Supervisors:

Alliant Engineering, Inc. (“Engineer”), is pleased to submit this work authorization to provide engineering services for the Bartram Park Community Development District (the “District”). We will provide these services pursuant to our current agreement dated _____, 2024 (“Engineering Agreement”) as follows:

I. Scope of Work

The District will engage Engineer to perform those services [INSERT SERVICES TO BE PROVIDED].

II. Fees

The District will compensate Engineer pursuant to the hourly rate schedule contained in the Engineering Agreement.

This proposal, together with the Engineering Agreement, represents the entire understanding between the District and Engineer with regard to the referenced work authorization. If you wish to accept this work authorization, please sign both copies where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Alliant Engineering, Inc.. We look forward to helping you create a quality project.

APPROVED AND ACCEPTED

Sincerely,

By: _____
Authorized Representative of
Bartram Park Community
Development District

Date: _____, 20__

Exhibit B



Billing Rate Ranges by Classification

Classification	Billing Rate Range*
Principal	\$210 - \$290
Associate	\$170 - \$230
Senior Professional Engineer	\$145 - \$190
Senior Environmental Compliance Specialist	\$140 - \$160
Construction Manager	\$125 - \$150
Professional Engineer	\$120 - \$135
Environmental Compliance Specialist	\$110 - \$135
Senior Construction Inspector	\$115 - \$135
Senior Survey Crew Chief	\$100 - \$130
Survey Field Manager	\$110 - \$130
Senior CADD Technician	\$100 - \$150
Professional Landscape Architect	\$100 - \$125
Graduate Engineer	\$95 - \$120
Construction Inspector	\$90 - \$110
Graduate Landscape Architect	\$85 - \$100
Survey Crew Chief	\$85 - \$110
CADD Technician	\$65 - \$110
Survey Office Tech	\$65 - \$110
Survey Field Tech	\$60 - \$80
Senior Administrative	\$100 - \$120
Administrative	\$70 - \$100

*Rates subject to change based on changes in staff.

10475 Fortune Pkwy Ste 101
Jacksonville, FL 32256

904.240.1351 MAIN

www.alliant-inc.com

TENTH ORDER OF BUSINESS

A.

Bartram Park
Community Development District

Unaudited Financial Reporting
December 31, 2024



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Bartram Park
Community Development District
Combined Balance Sheet
December 31, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Reserve Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 211,308	\$ -	\$ 15,078	\$ 226,386
Due from General Fund-2015	-	15,655	-	15,655
Due from General Fund-2022	-	12,545	-	12,545
Investments:				
State Board of Administration (SBA)	83,785	-	141,022	224,807
Custody US Bank Account	54,999	-	-	54,999
Series 2015A1				
Reserve	-	512,916	-	512,916
Revenue	-	1,219,370	-	1,219,370
Interest	-	-	-	-
Sinking	-	-	-	-
Excess Revenue	-	82,640	-	82,640
Series 2015A2				
Reserve	-	129,744	-	129,744
Interest	-	-	-	-
Sinking	-	-	-	-
Series 2022				
Reserve	-	52,103	-	52,103
Revenue	-	1,060,115	-	1,060,115
Interest	-	287	-	287
Prepayment	-	4	-	4
Sinking	-	531	-	531
Prepaid Expenses	-	-	-	-
Total Assets	\$ 350,092	\$ 3,085,910	\$ 156,100	\$ 3,592,102
Liabilities:				
Accounts Payable	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	-	-	-	-
FICA Payable	-	-	-	-
Due to Debt Service - Series 2015	15,655	-	-	15,655
Due to Debt Service - Series 2022	12,545	-	-	12,545
Total Liabilities	\$ 28,199	\$ -	\$ -	\$ 28,199
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ -	\$ -	\$ -	\$ -
Restricted for:				
Debt Service	-	3,085,910	-	3,085,910
Assigned for:				
Capital Reserve Fund	-	-	156,100	156,100
Unassigned	321,893	-	-	321,893
Total Fund Balances	\$ 321,893	\$ 3,085,910	\$ 156,100	\$ 3,563,903
Total Liabilities & Fund Balance	\$ 350,092	\$ 3,085,910	\$ 156,100	\$ 3,592,102

Bartram Park
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 129,495	\$ 121,806	\$ 121,806	\$ -
Interest	6,500	1,625	1,466	(159)
Total Revenues	\$ 135,995	\$ 123,431	\$ 123,272	\$ (159)
Expenditures:				
<i>General & Administrative:</i>				
Supervisor Fees	\$ 4,000	\$ 1,000	\$ 1,200	\$ (200)
PR-FICA	306	77	92	(15)
Engineering	8,500	2,125	-	2,125
Attorney	15,000	3,750	-	3,750
Annual Audit	3,700	-	-	-
Assessment Administration	7,950	7,950	7,950	-
Arbitrage Rebate	1,200	-	-	-
Trustee Fees	10,000	6,617	6,617	-
Management Fees	50,562	12,641	12,641	-
Information Technology	1,723	431	431	(0)
Website Maintenance	1,113	278	278	-
Telephone	191	48	5	43
Postage & Delivery	400	100	29	71
Insurance General Liability/Public Officials	8,279	8,279	7,826	453
Printing & Binding	1,000	250	1	249
Legal Advertising	800	200	80	120
Other Current Charges	500	125	-	125
Office Supplies	100	25	0	25
Dues, Licenses & Subscriptions	175	175	175	-
Capital Reserves-Transfer out	20,497	-	-	-
Total General & Administrative	\$ 135,995	\$ 44,069	\$ 37,323	\$ 6,746
Total Expenditures	\$ 135,995	\$ 44,069	\$ 37,323	\$ 6,746
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 79,362	\$ 85,949	\$ 6,587
Net Change in Fund Balance	\$ -	\$ 79,362	\$ 85,949	\$ 6,587
Fund Balance - Beginning	\$ -		\$ 235,944	
Fund Balance - Ending	\$ -		\$ 321,893	

Bartram Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 19,702	\$ 102,104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121,806
Interest	580	553	333	-	-	-	-	-	-	-	-	-	1,466
Total Revenues	\$ 580	\$ 20,255	\$ 102,437	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,272
Expenditures:													
<u>General & Administrative:</u>													
Supervisor Fees	\$ 800	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200
PR-FICA	61	31	-	-	-	-	-	-	-	-	-	-	92
Engineering	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	-	-	-	-	-	-	-	-	-	-	-	-	-
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	7,950	-	-	-	-	-	-	-	-	-	-	-	7,950
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	6,617	-	-	-	-	-	-	-	-	-	-	-	6,617
Management Fees	4,214	4,214	4,214	-	-	-	-	-	-	-	-	-	12,641
Information Technology	144	144	144	-	-	-	-	-	-	-	-	-	431
Website Maintenance	93	93	93	-	-	-	-	-	-	-	-	-	278
Telephone	-	-	5	-	-	-	-	-	-	-	-	-	5
Postage & Delivery	1	27	1	-	-	-	-	-	-	-	-	-	29
Insurance General Liability/Public Officials	7,826	-	-	-	-	-	-	-	-	-	-	-	7,826
Printing & Binding	-	1	-	-	-	-	-	-	-	-	-	-	1
Legal Advertising	80	-	-	-	-	-	-	-	-	-	-	-	80
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	0	0	0	-	-	-	-	-	-	-	-	-	0
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Capital Reserves-Transfer out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total General & Administrative	\$ 27,959	\$ 4,908	\$ 4,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,323
Total Expenditures	\$ 27,959	\$ 4,908	\$ 4,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,323
Excess (Deficiency) of Revenues over Expenditures	\$ (27,379)	\$ 15,347	\$ 97,981	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,949

Bartram Park
Community Development District
Debt Service Fund Series 2015 A1&A2
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,305,910	\$ 1,228,365	\$ 1,228,365	\$ -
Interest Income	30,000	7,500	10,661	3,161
Total Revenues	\$ 1,335,910	\$ 1,235,865	\$ 1,239,026	\$ 3,161
Expenditures:				
Series 2015A-1				
Interest - 11/1	\$ 195,956	\$ 195,956	\$ 195,956	\$ -
Interest - 5/1	195,956	-	-	-
Principal - 5/1	645,000	-	-	-
Series 2015A-2				
Interest 11/1	\$ 53,988	\$ 53,988	\$ 53,988	\$ -
Interest - 5/1	53,988	-	-	-
Principal - 5/1	155,000	-	-	-
Total Expenditures	\$ 1,299,888	\$ 249,944	\$ 249,944	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 36,022	\$ 985,921	\$ 989,082	\$ 3,161
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 36,022	\$ 985,921	\$ 989,082	\$ 3,161
Fund Balance - Beginning	\$ 321,702		\$ 971,242	
Fund Balance - Ending	\$ 357,724		\$ 1,960,324	

Bartram Park
Community Development District
Debt Service Fund Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,042,770	\$ 984,320	\$ 984,320	\$ -
Interest Income	14,000	3,500	2,950	(550)
Total Revenues	\$ 1,056,770	\$ 987,820	\$ 987,270	\$ (550)
Expenditures:				
Interest - 11/1	\$ 158,340	\$ 158,340	\$ 158,340	\$ -
Interest - 5/1	158,340	-	-	-
Principal - 5/1	735,000	-	-	-
Total Expenditures	\$ 1,051,680	\$ 158,340	\$ 158,340	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 5,090	\$ 829,480	\$ 828,930	\$ (550)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 5,090	\$ 829,480	\$ 828,930	\$ (550)
Fund Balance - Beginning	\$ 244,379		\$ 296,656	
Fund Balance - Ending	\$ 249,469		\$ 1,125,586	

Bartram Park
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending December 31, 2024

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
Revenues				
Capital Reserve Transfer In	\$ 20,497	\$ -	\$ -	\$ -
Interest	1,200	300	1,529	1,229
Total Revenues	\$ 21,697	\$ 300	\$ 1,529	\$ 1,229
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Repair and Replacements	-	-	-	-
Other Service Charges	400	100	-	100
Total Expenditures	\$ 400	\$ 100	\$ -	\$ 100
Excess (Deficiency) of Revenues over Expenditures	\$ 21,297	\$ 200	\$ 1,529	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 21,297		\$ 1,529	
Fund Balance - Beginning	\$ 154,549		\$ 154,571	
Fund Balance - Ending	\$ 175,846		\$ 156,100	

Bartram Park
Community Development District
Long Term Debt Report

Series 2015-A1 Refunding Bonds	
Interest Rate:	1.0%-4.65%
Maturity Date:	5/1/2035
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$512,916
Reserve Fund Balance	\$512,916
Bonds outstanding - 11/30/2020	\$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)
Less: May 1, 2023	(\$600,000)
Less: May 1, 2023 (Prepayment)	(\$20,000)
Less: May 1, 2024	(\$620,000)
Less: May 1, 2024 (Prepayment)	(\$55,000)
Current Bonds Outstanding	\$8,905,000

Series 2015-A2 Refunding Bonds	
Interest Rate:	4.0%-5%
Maturity Date:	5/1/2035
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$129,744
Reserve Fund Balance	\$129,744
Bonds outstanding - 11/30/2020	\$2,785,000
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)
Less: May 1, 2023	(\$145,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)
Less: May 1, 2024	(\$150,000)
Less: May 1, 2024 (Prepayment)	(\$15,000)
Current Bonds Outstanding	\$2,175,000

Series 2022 Revenue Refunding Note	
Interest Rate:	2.80%
Maturity Date:	5/1/2037
Reserve Fund Definition	5% of Maximum Annual Debt Service
Reserve Fund Requirement	\$52,103
Reserve Fund Balance	\$52,103
Bonds outstanding - 3/15/22	\$12,730,000
Less: November 1, 2022	(\$5,000)
Less: May 1, 2023	(\$695,000)
Less: November 1, 2023	(\$5,000)
Less: May 1, 2024	(\$715,000)
Current Bonds Outstanding	\$11,310,000
Total Bonds Outstanding	\$22,390,000

B.

BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2025 Summary of Assessment Receipts

ASSESSED	UNITS	SERIES 2005 / 2015A1-2 ASSESSED DEBT	SERIES 2022-1 ASSESSED DEBT	SERIES 2022-3 ASSESSED DEBT	SERIES 2022-4 ASSESSED DEBT	SERIES 2022-5 ASSESSED DEBT	TOTAL SERIES 2022	O&M ASSESSED	TOTAL ASSESSED
TOTAL NET TAX ROLL ASSESSED NET	4,148	1,305,909.89	311,465.71	305,570.95	208,665.60	220,756.63	1,046,458.89	129,495.38	2,481,864.16

SUMMARY TAX ROLL COLLECTIONS - SERIES 2015/2022									
DUVAL COUNTY DISTRIBUTION	DATE	SERIES 2015 DEBT RECEIVED	SERIES 2022-1 DEBT RECEIVED	SERIES 2022-3 DEBT RECEIVED	SERIES 2022-4 DEBT RECEIVED	SERIES 2022-5 DEBT RECEIVED	TOTAL SERIES 2022 RECEIVED	O&M RECEIVED	TOTAL TAX ROLL RECEIPTS
1	11/6/2024	11,321.23	2,700.17	2,649.06	1,808.97	1,913.79	9,071.99	1,122.62	21,515.84
2	11/15/2024	71,885.09	17,144.93	16,820.45	11,486.20	12,151.76	57,603.35	7,128.20	136,616.64
3	11/21/2024	50,644.77	12,079.02	11,850.41	8,092.30	8,561.21	40,582.94	5,021.99	96,249.70
4	11/29/2024	64,836.19	15,463.74	15,171.07	10,359.89	10,960.19	51,954.89	6,429.22	123,220.31
5	12/5/2024	84,292.38	20,104.13	19,723.65	13,468.71	14,249.15	67,545.64	8,358.52	160,196.54
6	12/10/2024	929,730.58	221,745.16	217,548.44	148,557.56	157,165.66	745,016.81	92,193.05	1,766,940.44
7	12/19/2024	15,654.83	3,733.75	3,663.09	2,501.42	2,646.36	12,544.62	1,552.35	29,751.80
8	01/7/2025	21,385.14	5,100.46	5,003.93	3,417.04	3,615.04	17,136.46	2,120.57	40,642.17
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL TAX ROLL RECEIPTS		1,249,750.21	298,071.36	292,430.10	199,692.09	211,263.16	1,001,456.70	123,926.53	2,375,133.44
BALANCE DUE TAX ROLL		56,159.68	13,394.35	13,140.85	8,973.51	9,493.47	45,002.19	5,568.85	106,730.72
PERCENT COLLECTED TAX ROLL		96%	96%	96%	96%	96%	96%	96%	96%

C.

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025
Check Register

<i>Fund</i>	<i>Date</i>	<i>check #'s</i>	<i>Amount</i>	<i>Total</i>
General Fund				
	10/1/2024 - 10/31/2024	1361-1365	\$13,081.68	
	11/1/2024 - 11/30/2024	1366	4,477.44	
	12/1/2024 - 12/31/2024	1367-1371	2,188,941.81	
Total General Fund				\$2,206,500.93
Capital Reserve				
	10/1/2024 - 10/31/2024	1	57,000.00	
Total Capital Reserve				57,000.00
TOTAL				\$2,263,500.93

* Fedex Invoices available upon request

Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2024
Check Register

<i>Fund</i>	<i>Date</i>	<i>check #'s</i>	<i>Amount</i>	<i>Total</i>
General Fund				
	10/1/2024 - 10/31/2024	1361-1365	\$13,081.68	
	11/1/2024 - 11/30/2024	1366	4,477.44	
	12/1/2024 - 12/31/2024	1367-1371	2,188,941.81	
Total General Fund				\$2,206,500.93
Capital Reserve				
	10/1/2024 - 10/31/2024	1	57,000.00	
Total Capital Reserve				57,000.00
TOTAL			\$2,263,500.93	

* Fedex Invoices available upon request

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
10/02/24	00012	9/15/24	268	202410	310	51300	31400			*	7,950.00		
			FY25 ASSESSMENT ROLL CERT						GOVERNMENTAL MANAGEMENT SERVICES			7,950.00	001361
10/02/24	00067	9/19/24	24-06099	202409	310	51300	48000			*	83.00		
			NOTICE FY25 MEETINGS						JACKSONVILLE DAILY RECORD			83.00	001362
10/02/24	00073	9/26/24	3453888	202407	310	51300	31500			*	475.00		
			JULY GENERAL COUNSEL										
		9/26/24	3453888	202406	310	51300	31500			*	43.50		
			JUNE GENERAL COUNSEL						KUTAK ROCK LLP			518.50	001363
10/08/24	00012	10/01/24	269	202410	310	51300	34000			*	4,213.50		
			OCT MANAGEMENT FEES										
		10/01/24	269	202410	310	51300	35110			*	92.75		
			OCT WEBSITE ADMIN										
		10/01/24	269	202410	310	51300	35100			*	143.58		
			OCT INFORMATION TECH										
		10/01/24	269	202410	310	51300	51000			*	.03		
			OFFICE SUPPLIES										
		10/01/24	269	202410	310	51300	42000			*	.69		
			POSTAGE						GOVERNMENTAL MANAGEMENT SERVICES			4,450.55	001364
10/17/24	00067	10/10/24	24-06474	202410	310	51300	48000			*	79.63		
			NOTICE 10/24/24 MEETING						JACKSONVILLE DAILY RECORD			79.63	001365
11/14/24	00012	11/01/24	271	202411	310	51300	34000			*	4,213.50		
			NOV MANAGEMENT FEES										
		11/01/24	271	202411	310	51300	35110			*	92.75		
			NOV WEBSITE ADMIN										
		11/01/24	271	202411	310	51300	35100			*	143.58		
			NOV INFORMATION TECH										
		11/01/24	271	202411	310	51300	51000			*	.21		
			OFFICE SUPPLIES										
		11/01/24	271	202411	310	51300	42000			*	26.80		
			POSTAGE										
		11/01/24	271	202411	310	51300	42500			*	.60		
			COPIES						GOVERNMENTAL MANAGEMENT SERVICES			4,477.44	001366
12/10/24	00012	12/01/24	272	202412	310	51300	34000			*	4,213.50		
			DEC MANAGEMENT FEES										

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
12/01/24		272	202412	310-51300-35110			DEC WEBSITE ADMIN	*	92.75		
12/01/24		272	202412	310-51300-35100			DEC INFORMATION TECH	*	143.58		
12/01/24		272	202412	310-51300-51000			OFFICE SUPPLIES	*	.06		
12/01/24		272	202412	310-51300-42000			POSTAGE	*	1.38		
12/01/24		272	202412	310-51300-41000			TELEPHONE	*	4.68		
GOVERNMENTAL MANAGEMENT SERVICES										4,455.95	001367
12/16/24	00057	12/12/24	12122024	202412	300-20700-10500		DUVAL TAX DIST 1	*	11,321.23		
12/12/24		12122024	202412	300-20700-10500			DUVAL TAX DIST 2	*	71,885.09		
12/12/24		12122024	202412	300-20700-10500			DUVAL TAX DIST 3	*	50,644.77		
12/12/24		12122024	202412	300-20700-10500			DUVAL TAX DIST 4	*	64,836.19		
THE BANK OF NEW YORK MELLON, N.A.										198,687.28	001368
12/16/24	00074	12/12/24	12122024	202412	300-20700-11000		DUVAL TAX DIST 1	*	9,071.99		
12/12/24		12122024	202412	300-20700-11000			DUVAL TAX DIST 2	*	57,603.35		
12/12/24		12122024	202412	300-20700-11000			DUVAL TAX DIST 3	*	40,582.94		
12/12/24		12122024	202412	300-20700-11000			DUVAL TAX DIST 4	*	51,954.89		
THE BANK OF NEW YORK MELLON NA										159,213.17	001369
12/18/24	00057	12/18/24	12182024	202412	300-20700-10500		12/5/24 DUVAL TAX DIST 5	*	84,292.38		
12/18/24		12182024	202412	300-20700-10500			12/10/24 DUVAL TAX DIST 6	*	929,730.58		
THE BANK OF NEW YORK MELLON, N.A.										1,014,022.96	001370
12/18/24	00074	12/18/24	12182024	202412	300-20700-11000		12/5/24 DUVAL TAX DIST 5	*	67,545.64		
12/18/24		12182024	202412	300-20700-11000			12/10/24 DUVAL TAX DIST 6	*	745,016.81		
THE BANK OF NEW YORK MELLON NA										812,562.45	001371
TOTAL FOR BANK A									2,206,500.93		
BPAR BARTRAM PARK BPEREGRINO											

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 268
Invoice Date: 9/15/24
Due Date: 9/15/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2025		7,950.00	7,950.00
Total			\$7,950.00
Payments/Credits			\$0.00
Balance Due			\$7,950.00

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

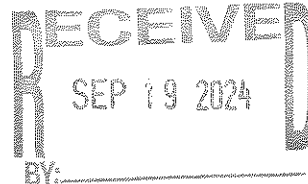
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

September 19, 2024

Date

Attn: Sarah Sweeting
GMS, LLC
475 West Town Place, Ste 114
Saint Augustine FL 32092



Serial #	24-06099D	PO/File #		\$83.00
				Payment Due

Notice of Meetings

\$83.00

Publication Fee

Bartram Park Community Development District

Case Number				Amount Paid
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Publication Dates 9/19

County Duval

Payment Due Upon Receipt
For your convenience, you may remit payment online at www.jaxdailyrecord.com/send-payment.

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Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter. Please remit any payment due upon receipt of this invoice.

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 MEETINGS
BARTRAM PARK
COMMUNITY
DEVELOPMENT DISTRICT**

The Board of Supervisors of the Bartram Park Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2025 at 11:00 a.m. at England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258, on the fourth Wednesday of the months listed (*unless notated otherwise) as follows:

- October 23, 2024
- January 22, 2025
- April 23, 2025
- July 23, 2025

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least forty-eight (48) hours 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 the 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

Sep. 19 00 (24-06099D)

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 26, 2024

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157



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

Invoice No. 3453888
3223-1

Re: Bartram Park CDD - General Counsel

For Professional Legal Services Rendered

06/20/24	K. Jusevitch	0.30	43.50	Prepare budget hearing documents and correspond with district manager regarding same
07/09/24	W. Haber	0.20	70.00	Review agenda for July meeting
07/15/24	G. Lovett	0.10	25.00	Research matters relating to district rules of procedure and incorporation of new legislation
07/24/24	J. Brown	1.00	380.00	Review agenda; attend regular Board meeting; follow-up from same
TOTAL HOURS		1.60		
TOTAL FOR SERVICES RENDERED				\$518.50
TOTAL CURRENT AMOUNT DUE				<u>\$518.50</u>

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice****Invoice #:** 269**Invoice Date:** 10/1/24**Due Date:** 10/1/24**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 - October 2024		4,213.50	4,213.50
Website Administration - October 2024		92.75	92.75
Information Technology - October 2024		143.58	143.58
Office Supplies		0.03	0.03
Postage		0.69	0.69
Total			\$4,450.55
Payments/Credits			\$0.00
Balance Due			\$4,450.55

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 271
Invoice Date: 11/1/24
Due Date: 11/1/24
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 - November 2024		4,213.50	4,213.50
Website Administration - November 2024		92.75	92.75
Information Technology - November 2024		143.58	143.58
Office Supplies		0.21	0.21
Postage		26.80	26.80
Copies		0.60	0.60

Total \$4,477.44

Payments/Credits \$0.00

Balance Due \$4,477.44

RECEIVED
By Tara Lee at 3:20 pm, Nov 07, 2024

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

October 10, 2024

Date

INVOICE

Attn: Sarah Sweeting
GMS, LLC
475 West Town Place, Ste 114
Saint Augustine FL 32092

Serial # <u>24-06474D</u>	PO/File # _____	<u>\$79.63</u>
Notice of Meeting		Payment Due
_____		<u>\$79.63</u>
Bartram Park Community Development District		Publication Fee
_____		Amount Paid
Case Number _____		
Publication Dates <u>10/10</u>		
County <u>Duval</u>		

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is released.*

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send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 24-06474D on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.

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 MEETING
BARTRAM PARK
COMMUNITY
DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bartram Park Community Development District will be held on **Wednesday, October 23, 2024 at 11:00 a.m.** at England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 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

Oct. 10 00 (24-06474D)

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 272

Invoice Date: 12/1/24

Due Date: 12/1/24

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 -December 2024		4,213.50	4,213.50
Website Administration -December 2024		92.75	92.75
Information Technology - December 2024		143.58	143.58
Office Supplies		0.06	0.06
Postage		1.38	1.38
Telephone		4.68	4.68
Total			\$4,455.95
Payments/Credits			\$0.00
Balance Due			\$4,455.95

RECEIVED
By Tara Lee at 11:55 am, Dec 04, 2024

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 271
Invoice Date: 11/1/24
Due Date: 11/1/24
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 - November 2024		4,213.50	4,213.50
Website Administration - November 2024		92.75	92.75
Information Technology - November 2024		143.58	143.58
Office Supplies		0.21	0.21
Postage		26.80	26.80
Copies		0.60	0.60

Total \$4,477.44

Payments/Credits \$0.00

Balance Due \$4,477.44

RECEIVED
By Tara Lee at 3:20 pm, Nov 07, 2024

Bartram Park CDD

GENERAL FUND

Check Request

Date	Amount	Authorized By
December 12, 2024	\$198,687.28	Bernadette Peregrino

Payable to:

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

Date Check Needed:

Budget Category:

12/12/24	001.300.20700.10500
----------	----------------------------

Intended Use of Funds Requested:

DUVAL COUNTY TAXES		
11/6/24	\$11,321.23	Duval Tax Dist 1
11/15/24	\$71,885.09	Duval Tax Dist 2
11/21/24	\$50,644.77	Duval Tax Dist 3
11/29/24	\$64,836.19	Duval Tax Dist 4

\$198,687.28

(Attach supporting documentation for request.)

Bartram Park CDD

GENERAL FUND

Check Request

Date	Amount	Authorized By
December 12, 2024	\$159,213.17	Bernadette Peregrino

Payable to:

Vendor #74 - BNY MELLON C/O Bartram Park - Series 2022

Date Check Needed:

Budget Category:

12/12/24	001.300.20700.11000
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Intended Use of Funds Requested:

DUVAL COUNTY TAXES		
11/6/24	\$9,071.99	Duval Tax Dist 1
11/15/24	\$57,603.35	Duval Tax Dist 2
11/21/24	\$40,582.94	Duval Tax Dist 3
11/29/24	\$51,954.89	Duval Tax Dist 4
	<u>\$159,213.17</u>	

(Attach supporting documentation for request.)

Bartram Park CDD

GENERAL FUND

Check Request

Date	Amount	Authorized By
December 18, 2024	\$1,014,022.96	Bernadette Peregrino

Payable to:

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

Date Check Needed:	Budget Category:
12/18/24	001.300.20700.10500

Intended Use of Funds Requested:

DUVAL COUNTY TAXES		
12/5/24	\$84,292.38	Duval Tax Dist 5
12/10/24	\$929,730.58	Duval Tax Dist 6
\$1,014,022.96		
<i>(Attach supporting documentation for request.)</i>		

Bartram Park CDD

GENERAL FUND

Check Request

Date	Amount	Authorized By
December 18, 2024	\$812,562.45	Bernadette Peregrino

Payable to:

Vendor #74 - BNY MELLON C/O Bartram Park - Series 2022

Date Check Needed:

Budget Category:

12/18/24	001.300.20700.11000
----------	----------------------------

Intended Use of Funds Requested:

DUVAL COUNTY TAXES		
12/5/24	\$67,545.64	Duval Tax Dist 5
12/10/24	\$745,016.81	Duval Tax Dist 6
	<u>\$812,562.45</u>	

(Attach supporting documentation for request.)

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/16/24	00022	10/15/24 10152024	202410 300-15100-10000	TXF EXCESS FUNDS TO SBA	*	57,000.00	

STATE BOARD ADMINISTRATION OF FLA							57,000.00 000001

TOTAL FOR BANK B						57,000.00	
TOTAL FOR REGISTER						57,000.00	

BPAR BARTRAM PARK BPEREGRINO

Bartram Park CDD

CAPITAL RESERVE FUND

Check Request

Date	Amount	Authorized By
October 15, 2024	\$57,000.00	Jim Oliver

Payable to:

Vendor #22 - State Board Administration of FL #112130
--

Date Check Needed:

Budget Category:

10/15/24	2.300.15100.10000
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Intended Use of Funds Requested:

Transfer Excess Funds to SBA CR
<i>(Attach supporting documentation for request.)</i>