

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, February 5, 2025 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
Trisston Brown	Vice Chairman
Joan Nero	Supervisor
Larry Lokey	Supervisor
Lynda Learn	Supervisor

Also present were:

Daniel Laughlin	District Manager
Kyle Magee <i>by phone</i>	District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 11:00 a.m. and called roll. Five Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment

There were no members of the public present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of Candidates to Fill Vacant General Election Seats 1, 3, and 5

Mr. Brown nominated James Griffith to seat 1.

On MOTION by Mr. Brown, seconded by Ms. Learn, with all in favor, Appointing James Griffith to Seat 1, was approved.
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February 5, 2025

Bartram Park CDD

Mr. Griffith nominated Trisston Brown to seat 3 as Vice Chair.

On MOTION by Mr. Griffith, seconded by Ms. Learn, with all in favor, Appointing Trisston Brown to Seat 3, was approved.

Mr. Brown nominated Joan Nero for seat 5.

On MOTION by Mr. Brown, seconded by Ms. Learn, with all in favor, Appointing Joan Nero to Seat 5, was approved.

B. Oath of Office for Newly Appointed Supervisors

Mr. Laughlin administered the oath of office to James Griffith, Trisston Brown and Joan Nero.

C. Election of Officers, Resolution 2025-01

Mr. Griffith stated they would keep the same slate of officers.

On MOTION by Ms. Learn, seconded by Mr. Lokey, with all in favor, Election of Officers, Resolution 2025-01 – Slate of Officers remain the same, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 23, 2024 Meeting

Mr. Laughlin presented the minutes of the October 23, 2024 meeting and asked for any questions, comments or revisions. 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 October 23, 2024 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Agreement with Alliant for District Engineering Services

Mr. Laughlin noted Alliant is the firm selected through the RFQ process. This is ratification as the agreement has been signed. Mr. Griffith asked to add this item to the next Board meeting to get affirmation that engineering records transferred to Alliant.

February 5, 2025

Bartram Park CDD

On MOTION by Mr. Griffith, seconded by Mr. Lokey, with all in favor, the Agreement with Alliant for District Engineering Services, was ratified.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Magee had nothing specific to report. The ethics training is a yearly requirement. Form 1 is due by the end of June.

B. Engineer

The Board had nothing for the engineer.

C. Manager

Mr. Laughlin had nothing to report. He stated the next meeting is April 23rd.

EIGHTH ORDER OF BUSINESS

Audience Comments

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

NINTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2024

Mr. Laughlin presented the financials through December 31st. The District is currently operating under budget.

B. Assessment Receipt Schedules

Mr. Laughlin noted the District is 96% collected.

February 5, 2025

Bartram Park CDD

C. Approval of Check Register

Mr. Laughlin presented the check register totaling \$2,263,500.93. He noted that a lot of that was money received from the state that is being sent to the Trustee to cover assessments, debt service, and O&M.

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

ELEVENTH ORDER OF BUSINESS

Next Regular Scheduled Meeting – April 23, 2025 at 11:00 a.m.

Mr. Laughlin stated the next regular scheduled meeting will be April 23, 2025 at 11:00 a.m. at Bartram Springs Amenity Center at 14530 East Cherry Lake Dr., Jacksonville, Florida.

TWELFTH ORDER OF BUSINESS

Adjournment

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

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Jim Oliver

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Secretary/Assistant Secretary

Signed by:

James Griffith

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Chairman/Vice Chairman