

MINUTES OF MEETING
ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Isles of Bartram Park Community Development District was held on Tuesday, December 5, 2018 at 1:30 p.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Chris Mayo	Supervisor
Joe Panchula	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 1:30 p.m.

Mr. Oliver administered an oath of office to Mr. Chris Mayo prior to the Audit Committee Meeting held prior to the regular meeting on December 5, 2018.

SECOND ORDER OF BUSINESS

Audience Comment

There were no members of the public in attendance.

THIRD ORDER OF BUSINESS

Approval of Minutes from the September 11, 2018 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the September 11, 2018 meeting. Are there any additions, corrections or deletions?

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the Minutes of the September 11, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Acceptance of Minutes of the September 11, 2018 Audit Committee Meeting

Mr. Oliver stated included in your agenda package is a proposal from VGlobalTech to bring the CDD website up to be compliant with ADA requirements. The proposal to bring the website into compliance is at a one time fee of \$1,750.

On MOTION by Ms. Rogers seconded by Mr. Panchula with all in favor the Proposal from VGlobalTech for ADA Website Accessibility was approved.

EIGHTH ORDER OF BUSINESS **Other Business**
There being none, the next item followed.

NINTH ORDER OF BUSINESS **Staff Reports**
A. Attorney
There being none, the next item followed.

B. Engineer
There being none, the next item followed.

C. Manager
There being none, the next item followed.

TENTH ORDER OF BUSINESS **Supervisors' Requests and Audience Comments**
There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS **Financial Reports**
A. Balance Sheet as of October 31, 2018 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement.

B. Assessment Receipt Schedule
Mr. Oliver stated included in your agenda package is an assessment receipt schedule.

C. Approval of Check Register
Mr. Oliver stated included in your agenda package is a check register.

On MOTION by Ms. Rogers seconded by Mr. Panchula with all in favor the Check Register was approved.

D. Approval of Funding Request No. 33 & 34

Mr. Oliver stated included in your agenda package is Funding Request No. 32.

On MOTION by Ms. Rogers seconded by Mr. Panchula with all in favor Funding Request Nos. 33 & 34 were approved.

TWELFTH ORDER OF BUSINESS

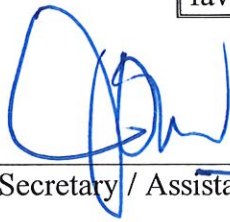
**Next Scheduled Meeting – February 20, 2019
at 11:00 a.m. at the Offices of GMS**

Mr. Oliver stated the next scheduled meeting is February 20, 2019 at 11:00 a.m. at this office.

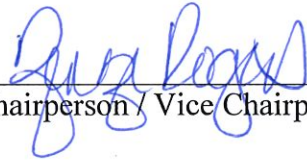
THIRTEENTH

Adjournment

On MOTION by Ms. Rogers seconded by Mr. Panchula with all in favor the Meeting was adjourned.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson