

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, February 20, 2019 at 11:00 a.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	Vice Chairman
Joe Panchula	Supervisor
Ginny Feiner	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 11:00 a.m.

SECOND ORDER OF BUSINESS

Audience Comment

There were no members of the public in attendance.

THIRD ORDER OF BUSINESS

Approval of Minutes from the December 5, 2018 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the December 5, 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 December 5, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Acceptance of Minutes of the December 5, 2018 Audit Committee Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the December 5, 2018 Audit Committee 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 December 5, 2018 Audit Committee Meeting were accepted.

FIFTH ORDER OF BUSINESS

Ratification of Engagement Letter for Fiscal Year 2018 Financial Audit Services with Grau & Associates

Mr. Oliver stated included in your agenda package is a copy of the engagement letter with Grau & Associates.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the Engagement Letter for Fiscal Year 2018 Financial Audit Services with Grau & Associates was ratified.

SIXTH ORDER OF BUSINESS

Ratification of First Amendment to the Lake Maintenance Agreement with Lake Doctors, Inc.

SEVENTH ORDER OF BUSINESS

Ratification of First Amendment to the Fountain Maintenance Agreement with Lake Doctors, Inc.

Mr. Oliver stated included in your agenda package are the two agreements to consider for Lake Doctors, Inc.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the First Amendment to the Lake Maintenance Agreement with Lake Doctors, Inc. & the First Amendment to the Fountain Maintenance Agreement with Lake Doctors, Inc. were ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Water Management Agreement to Stock Ponds by Lake Doctors, Inc.

Mr. Oliver stated included in your agenda package is the water management agreement to stock ponds by Lake Doctors, Inc. This is to install 600 Triploid Carp at \$8 a piece for a total of \$4,800.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the Water Management Agreement to Stock Ponds by Lake Doctors, Inc. was approved.

NINTH ORDER OF BUSINESS

**Consideration of Lake Services Proposal
from Aquatic Systems**

This item was tabled.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated I worked with Zenzi and I am pulling together a due diligence review of property that needs to be conveyed to the CDD. I am doing that review with the hopes that we will have the deeds ready for your approval at the next meeting.

B. Engineer

There being none, the next item followed.

C. Manager

Mr. Oliver stated we will have the proposed budget for Fiscal Year 2020 at your next board meeting.

TWELFTH ORDER OF BUSINESS

**Supervisors' Requests and Audience
Comments**

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Financial Reports

**A. Balance Sheet as of January 31, 2019 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.

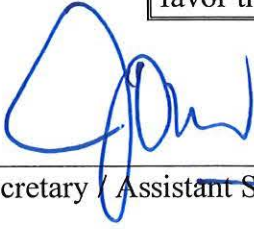
On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the Check Register was approved.

FOURTEENTH ORDER OF BUSINESS **Next Scheduled Meeting – May 15, 2019 at 11:00 a.m. at the Offices of GMS**

Mr. Oliver stated the next scheduled meeting is May 15, 2019 at 11:00 a.m. at this office.

FIFTEENTH ORDER OF BUSINESS **Adjournment**

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



Secretary / Assistant Secretary



Chairperson / Vice Chairperson