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, August 21, 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

Jason Walters

District Counsel

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

Affidavit of Publication

Mr. Oliver stated included in your agenda package is the affidavit of publication of notices in the St. Augustine Record for today's public hearing.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 15, 2019 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the May 15, 2019 meeting. Are there any additions, corrections or deletions?

On MOTION by Ms. Rogers seconded by Mr. Panchula with all in favor the Minutes of the May 15, 2019 Meeting were approved.

FIFTH ORDER OF BUSINESS

Public Hearing to Adopt the Budget for Fiscal Year 2020

A. Consideration of Resolution 2019-05, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2020

Mr. Oliver stated the only difference you will see in the budget since you approved it is that the total assessments have gone up on page one from \$143,000 to \$179,000 for Fiscal Year 2020. Per unit assessments remain the same as FY19. The Developer contributions line item has breen reduced from almost \$59,000 to \$26,000. There is a slight increase in budgeted expenditures from \$202,000 to \$205,000.

On MOTION by Ms. Rogers seconded by Mr. Panchula with all in favor the Public Hearing to Adopt the Budget for Fiscal Year 2020 was opened.

There were no members of the public in attendance.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the Public Hearing to Adopt the Budget for Fiscal Year 2020 was closed.

On MOTION by Ms. Rogers seconded by Ms. Feiner with all in favor Resolution 2019-05 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2020 was approved.

B. Consideration of Resolution 2019-06, Imposing Special Assessments and Certifying an Assessment Roll

Mr. Walters stated included in your agenda package is Resolution 2019-06, which certifies the assessments.

On MOTION by Ms. Rogers seconded by Ms. Feiner with all in favor Resolution 2019-06 Imposing Special Assessments and Certifying an Assessment Roll was approved.

Mr. Oliver stated there is a Developer contribution section that dropped down to about \$26,000 for this year. Every year we approve a Developer Funding Agreement to make up the deficit.

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On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the Developer Funding Agreement was approved in substantial form.

SIXTH ORDER OF BUSINESS

Consideration of Renewals of Service Agreements

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer – Presentation of 2019 Engineer's Report Bond Series 2016 and Series 2017

Mr. Oliver stated included in your agenda package is a copy of the 2019 Engineer's Report regarding the improvements that were funded by the Series 2016 and 2017 bonds. In the letter, the District Engineer states that he inspected the District's facilities and found them to be generally in good repair and he did not recommend any additional maintenance or repair.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor the 2019 Engineer's Report Bond Series 2016 and Series 2017 was approved.

C. Manager – Presentation of Proposed FY20 Meeting Schedule

Mr. Oliver stated included in your agenda package is the proposed meeting schedule for Fiscal Year 2020.

Ms. Rogers stated let's change the time of the meetings to be held at 2:00 p.m.

On MOTION by Ms. Rogers seconded by Ms. Feiner with all in favor the Annual Meeting Schedule for FY20 was approved as amended.

NINTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Ms. Rogers asked what about the ponds in the new phases being conveyed?

Mr. Oliver responded staff will coordinate necessary action.with Chair and the Board can ratify the conveyances at a subsequent meeting.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of July 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 Ms. Feiner with all in favor the Check Register was approved.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor Funding Request #35 totaling \$14,655.22 was approved.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting - TBD

Mr. Oliver stated the next scheduled meeting is November 20, 2019 at 2:00 p.m.

TWELFTH 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 / Viee Chairperso