

**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 Wednesday, **July 22, 2020** at 2:00 p.m. via Zoom conferencing.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Chris Mayo	Vice Chairman
Joe Panchula	Supervisor
Ginny Feiner	Supervisor
Mike Della Penta	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Matt Maggione	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 2:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comment

There were no members of the public in attendance.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 20, 2020 Meeting

Mr. Oliver presented the minutes of the May 20, 2020 meeting and asked if there were any additions, corrections or deletions. Hearing none,

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, the Minutes of the May 20, 2020 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

Mr. Oliver stated that they noticed the public hearing on the consideration of adopting the FY21 Budget. The budget presented is the same one that was discussed at the May 20th meeting with no changes made. The assessments on the tax roll stay the same with no change in total assessments or the per unit assessments. The slight increase in the budget is covered by the developer contributions.

Mr. Oliver noted that on down in the budget there are some opportunities for savings based on the FY20 spend rates, particularly the Utilities line item. It is budgeted at \$20,000 and that's more likely to come in around \$10,000. Similarly with Matt's Engineering line item, it's budgeted at \$6,000, but it looks like about half of that will be spent during the fiscal year. The rest of the budget is a debt service bond which is fixed payments for the semi-annual interest payments and the debt service payments. Mr. Oliver asked for any discussion from the Board Members about the budget. Hearing no questions,

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor OPENING the Public Hearing, was approved.

Mr. Oliver stated that the public hearing is open and stated that no members of the public are on by Zoom.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor CLOSING the Public Hearing, was approved.

A. Consideration of Resolution 2020-07, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021

Mr. Haber stated this resolution is for the public hearing just held makes findings the regarding the budget and the fact that the hearing was held virtually in light of the Executive Orders that were issued for COVID and talks about the manner in which the budget can be amended if that ever becomes necessary. By virtue of the adoption of the Resolution, they will be formally adopting the budget. Mr. Haber stated he would answer any questions regarding the resolution and asked for a motion of approval.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, Resolution 2020-07 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021, was approved.

B. Consideration Resolution 2020-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Haber stated the Assessment Resolution which levies the owner assessments to fund the budget which Jim went over with the respect to the Revenue section of the budget itself. It also certifies for collection that debt assessments that pay off the bonds. By virtue of your adoption of that Resolution, you are formally levying those assessments and certifying them for collection both on the tax roll and any direct collect will be done through Jim's office. Mr. Haber stated he would answer any questions and asked for a motion of approval.

On MOTION by Ms. Rogers seconded by Ms. Feiner with all in favor, the Resolution 2020-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2020-09,
Accepting Transfer of SJRWMD**

Mr. Haber stated at the last meeting the Board authorized staff, Matt's office and his own, to work towards getting the permits for the District Water Management system transferred. Mr. Haber stated that essentially this Resolution is just Action 5, the District by the Board, authorizing the transfer and the acceptance of those permits. This Resolution puts them in a position to start working with those permit holders to file the appropriate documents with the same accounts for the Water Management District to get the permits transferred.

Mr. Haber recommended that the Board approves the resolution subject to amending it for the purposes of including a reference to all 5 of those permits to approve and that they approve authorization for transfer. Then they can work with Matt's office and the permit holders and the Water Management District to get those formally transferred to the CDD.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor Resolution 2020-09 Accepting Transfer of SJRWMD, was approved as amended.

SIXTH ORDER OF BUSINESS

Discussion of Upcoming Renewal for Landscape Maintenance with Yellowstone Landscape

Mr. Oliver stated the current agreement with Yellowstone does not end until December 31, 2020. Yellowstone also has a landscaping contract with the HOA within the community area inside the gates. If the HOA is going to stay with Yellowstone, the CDD Board may wish to renew the current contract. No action was needed was needed at this time.

Ms. Rogers stated that the landscaping was finished at the West Gate. Ms. Rogers asked if the property was part of the District property or if it is all HOA. She just wanted to make sure that if it is CDD, that it is identified and transferred over. If not, it gets maintained on the HOA side. Mr. Maggiore would look up a map and check that location.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated there was nothing to report.

B. Engineer

There being none, the next item followed.

C. Manager – Presentation of FY 2021 Meeting Schedule

Mr. Oliver stated the FY 2021 meeting schedule has the Board continuing to meet on a quarterly basis with meetings in November, February, May and August.

On MOTION by Ms. Rogers seconded by Ms. Feiner with all in favor, the FY 2021 Meeting Schedule, was approved.

Mr. Oliver stated that as far as the CDD Board is concerned, seats 3 and 5 were to be managed by a general election process by Supervisor of Elections. No one qualified for these seats. That is something that the Board will deal with after the November general election.

NINTH ORDER OF BUSINESS

Supervisors' Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Audience Comments

No audience members were present.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of June 30, 2020 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is a copy of the unaudited balance sheet and income statement as of June 30.

B. Assessment Receipt Schedule

Mr. Oliver stated the latest distribution from June including tax certificate sales 100% collected for the on roll assessments.

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.

TWELFTH ORDER OF BUSINESS

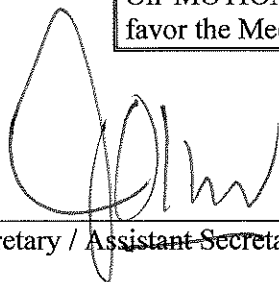
Next Scheduled Meeting – TBD

Mr. Oliver stated the next scheduled meeting is November 18, 2020 at 2:00 p.m. at this location.

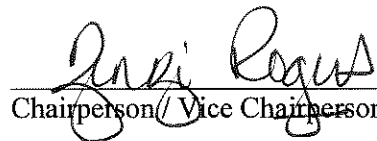
THIRTEENTH ORDER OF BUSINESS

Adjournment

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



Secretary / Assistant Secretary



Chairperson / Vice Chairperson