

ISLES OF BARTRAM PARK
Community Development District

February 17, 2021

Isles of Bartram

Community Development District

475 West Town Place, Suite 114, St. Augustine, Florida 32092

Phone: 904-940-5850 - Fax: 904-940-5899

February 10, 2021

Board of Supervisors
Isles of Bartram Park
Community Development District

Dear Board Members:

The regular meeting of the Isles of Bartram Park Community Development District will be held **Wednesday, February 17, 2021 at 10:00 a.m.** at the **offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.** Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comment
- III. Approval of Minutes of the November 18, 2020 Meeting
- IV. Acceptance of Minutes of the November 18, 2020 Landowners' Meeting
- V. Organizational Matters
 - A. Consideration of New Supervisor to Fill Vacancy
 - B. Oath of Office
 - C. General Information
 - D. Consideration of Resolution 2021-04, Election of Officers
- VI. Select Audit Committee
- VII. Consideration of First Amendment to the Lake Maintenance Agreement with The Lake Doctors, Inc.
- VIII. Consideration of First Amendment to the Fountain Maintenance Agreement with The Lake Doctors, Inc.
- IX. Ratification of Acceptance of Deed for Conveyed Wetland/Conservation Properties
- X. Consideration of Agreement for Landscape Maintenance Services with Yellowstone Landscape
- XI. Ratification of E-Verify Memorandum of Understanding
- XII. Guidance Regarding Preparation of FY22 Proposed Budget
- XIII. Presentation of Draft Fiscal Year 2020 Financial Audit
- XIV. Other Business
- XV. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
- XVI. Supervisors' Requests
- XVII. Audience Comments
- XVIII. Financial Reports

- A. Balance Sheet as of January 31, 2021 and Statement of Revenues & Expenditures
- B. Assessment Receipt Schedule
- C. Approval of Check Register
- XIX. Next Scheduled Meeting – May 19, 2021 at 2:00 p.m. at the offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092
- XX. Adjournment

Minutes from the November 18, 2020 meeting and the November 18, 2020 Landowners meeting are enclosed for your review.

The fifth order of business is the organizational matters. The new supervisor will be considered and the oath of office administered. Then, the board will consider resolution 2021-04, election of officers. A copy of the resolution is enclosed for your review.

The seventh order of business is the consideration of first amendment to the lake maintenance agreement with The Lake Doctors, Inc. A copy of the agreement is enclosed for your review.

The eighth order of business is the consideration of first amendment to the fountain maintenance agreement with The Lake Doctors, Inc. A copy of the agreement is enclosed for your review.

The ninth order of business is the ratification of acceptance of Deed for conveyed wetland/conservation properties. Supporting documents will be provided under separate cover.

The tenth order of business is the consideration of agreement for landscape maintenance services with Yellowstone Landscape. A copy of the agreement will be provided under separate cover.

The eleventh order of business is the ratification of E-Verify memorandum of understanding. A copy of the memo is enclosed for your review.

The thirteenth order of business is the presentation of the draft fiscal year 2020 financial audit. A copy of the draft audit is enclosed for your review.

Copies of the balance sheet and statement of revenue & expenditures, assessment receipt schedule, check register and funding request are enclosed for your review.

The balance of the agenda is routine in nature and staff will give their reports at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

James Oliver

James Oliver
District Manager

cc: Wes Haber

AGENDA

Isles of Bartram Park Community Development District Agenda

Wednesday
February 17, 2021
10:00 a.m.

Office of GMS
475 West Town Place, Suite 114
St. Augustine, FL 32092
islesofbartramparkcdd.com
Call In # 800-264-8432 Code 9694032

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THIRD ORDER OF BUSINESS

**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, **November 18, 2020** at 2:00 p.m. 475 West Town Place, Suite 114, St. Augustine, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager
Wes Haber <i>via phone</i>	District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 2:00 p.m. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comment

There were no members of the public in attendance.

THIRD ORDER OF BUSINESS

Affidavits of Publication

The meeting was advertised on October 26, 2020 and November 2, 2020 in the St. Augustine Record.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 22, 2020 Meeting

Mr. Oliver presented the minutes of the July 22, 2020 meeting and there were no additions, corrections or deletions.

On MOTION by Ms. Rogers seconded by Mr. Panchula, with all in favor, the Minutes of the July 22, 2020 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

Mr. Oliver stated Ms. Zenzi Rogers was elected and the oath was administered.

B. Consideration of Resolution 2021-01, Canvassing & Certifying the Results of the Landowners Election

Mr. Oliver stated the Landowners meeting was held prior to this meeting and Ms. Rogers was nominated and received 50 votes, and she will serve a 4 year term.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, Resolution 2021-01 Canvassing and Certifying the Results of the Landowners Election, was approved.

C. Consideration of Resolution 2021-02, Election of Officers

Mr. Oliver stated Ms. Rogers would serve as Chair, Mr. Mayo serves as Vice-Chair, and the other members, Mr. Panchula, Ms. Feiner and Mr. Della Penta will serve as Assistant Secretaries.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, Resolution 2021-02 Election of Officers with Ms. Rogers as Chair, Mr. Mayo as Vice Chair and Mr. Panchula, Ms. Feiner, and Mr. Della Penta as Assistant Secretaries, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2021-03,
Declaring Vacancy in Seats 3 & 5**

Mr. Haber stated this Resolution addresses the fact that two seats that expired and should be filled with a resident of the CDD. No one qualified for either seat, so both seats were deemed vacant as of November 17th. However, the individuals that were in those seats will remain. The District needs to make every effort to fill those seats within a 90-day period in accordance with Chapter 190. As of now those seats will be filled with Mr. Panchula and Mr. Mayo.

On MOTION by Ms. Rogers seconded by Mr. Della Penta, with all in favor Resolution 2021-03, Declaring Vacancy in Seats 3 & 5, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance

Mr. Oliver stated currently the budget was at \$45,000. Yellowstone submitted a proposal for Landscaping Services. The Board agreed to allow Counsel to draft agreement.

On MOTION by Ms. Rogers seconded by Mr. Della Penta, with all in favor, the Proposal for Yellowstone to Provide Landscaping Maintenance, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Memo of Understanding with the St. Johns Property Appraiser

Mr. Oliver stated this was for all St. Johns County Districts and the agreement to be judicious with the access and disclosure of any information.

On MOTION by Ms. Rogers seconded by Mr. Della Penta, with all in favor, the Memo of Understanding with the St. Johns Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Ratification of FY 20 Audit Engagement Letter with Grau & Associates

Mr. Oliver stated the firm selected was Grau & Associates for \$4,000.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, the FY 20 Audit Engagement Letter with Grau & Associates, was ratified.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated the Governor's Executive Order expired, and there was an extension of a State of Emergency order and does not impact the Executive Order regarding virtual meetings.

Virtual meetings are not currently authorized. There is lobbying for a new Executive Order to allow virtual meetings. Mr. Haber will keep the Board informed.

B. Engineer

There being none, the next item followed.

C. Manager

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Supervisors' Requests

Ms. Rogers asked about discussion of Wetlands that are still owned by the Developer. Mr. Haber stated they could be conveyed to the District and could be brought to the next meeting. Ms. Rogers asked that it be on the next meeting agenda. The Board will authorize the Chair to accept the Wetlands preservation conservation property from the Developer and make the determination if the CDD would accept these properties. This would be brought to the Board for ratification.

On MOTION by Ms. Rogers seconded by Mr. Della Penta, with all in favor, Authorizing the Chair to Review and Approve a Deed for the Wetlands/Conservation Properties for the Community with the understanding that such property may be deeded to the HOA instead of the CDD, was approved.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

No audience members were present.

FOURTEENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of September 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 September 30th.

B. Assessment Receipt Schedule

Mr. Oliver stated the schedule shows the CDD is fully collected for 2020.

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.
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FIFTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 17, 2021
at 2:00 p.m. at the offices of GMS, 475 West
Town Place, Suite 114, St. Augustine, FL
32092**

Mr. Oliver stated the next scheduled meeting is February 17, 2021 at 2:00 p.m. at this location.

SIXTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

FOURTH ORDER OF BUSINESS

**MINUTES OF LANDOWNERS MEETING
ISLES OF BARTRAM PARK
COMMUNITY DEVELOPMENT DISTRICT**

The Landowners' Meeting of the Isles of Bartram Park Community Development District was held on Wednesday, **November 18, 2020** at 2:00 p.m. at 475 West Town Place, Suite 114, St. Augustine, Florida.

Supervisors:

Zenzi Rogers

Staff:

Jim Oliver
Wes Haber

GMS District Manager
District Counsel (via phone)

FIRST ORDER OF BUSINESS

**Determination of Number of Voting Units
Represented**

Mr. Oliver stated the Isles of Bartram Park Landowner's Meeting had 1 landowner present. The proxy holder was Ms. Zenzi Rogers. There are 188 voting units represented.

SECOND ORDER OF BUSINESS

Call to Order

Mr. Oliver called to order the landowner meeting.

THIRD ORDER OF BUSINESS

**Election of Chairman for the Purpose of
Conducting Landowners' Meeting**

Mr. Oliver ask the landowner if he could serve as Chairman for purposes conducting the Landowner meeting.

FOURTH ORDER OF BUSINESS

**Nominations for the Positions of
Supervisors (5)**

Mr. Oliver asked if Ms. Rogers had any nominations for the 1 seat. Ms. Rogers nominated herself.

FIFTH ORDER OF BUSINESS

Casting of Ballots

Mr. Oliver asked that she cast her ballot and she responded she was casting 50 votes.

SIXTH ORDER OF BUSINESS

**Tabulation of Ballots and Announcement
of Results**

Mr. Oliver stated Ms. Rogers was nominated and cast 50 votes. There were no other Landowners represented. Ms. Rogers will serve a 4 year term in Seat #1.

SEVENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FIFTH ORDER OF BUSINESS

B.

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of _____

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words “so help me God.” See § 92.52, Fla. Stat.]

Signature

Sworn to and subscribed before me by means of ____ physical presence or
____ online notarization, this ____ day of _____, ____.

Signature of Officer Administering Oath or of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☐ **OR** Produced Identification ☐

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: Home Office

Street or Post Office Box

Print Name

City, State, Zip Code

Signature

D.

RESOLUTION 2021-04

**A RESOLUTION DESIGNATING OFFICERS OF THE
ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

WHEREAS, the Board of Supervisors of the Isles of Bartram Park Community Development District at a regular business meeting held on February 17, 2021 desires to elect the below recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE ISLES OF BARTRAM PARK
COMMUNITY DEVELOPMENT DISTRICT:**

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
_____	Secretary
_____	Treasurer
_____	Assistant Treasurer
_____	Assistant Secretary(s)
_____	Assistant Secretary(s)
_____	Assistant Secretary(s)
_____	Assistant Secretary(s)

PASSED AND ADOPTED THIS 17TH DAY OF FEBRUARY, 2021.

Chairman / Vice Chairman

Secretary / Assistant Secretary

SEVENTH ORDER OF BUSINESS

**FIRST AMENDMENT TO THE LAKE MAINTENANCE AGREEMENT BY AND
BETWEEN ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
AND THE LAKE DOCTORS, INC.**

This First Amendment ("First Amendment") is made and entered into this ____ day of _____, 2021, by and between:

Isles of Bartram Park Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

The Lake Doctors, Inc., a Florida corporation, whose address is 3543 State Road 419, Winter Springs, Florida 32708 (hereinafter "Contractor", together with District the "Parties").

RECITALS

WHEREAS, on January 1, 2020, the District and the Contractor entered into an agreement for lake maintenance services (the "Services Agreement"), which is attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Section 18 of the Services Agreement, the parties desire to amend the Services Agreement as set forth in more detail below and in the Contractor's proposal attached hereto as **Exhibit B**; and

WHEREAS, each of the parties hereto has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Services Agreement is hereby affirmed and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this First Amendment, nothing herein shall modify the rights and obligations of the parties under the Services Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 2. The Services Agreement is hereby amended as follows:

The term of the Services Agreement is hereby extended such that the Services Agreement shall expire on December 31, 2021, unless terminated earlier in

accordance with Section 11 of the Services Agreement. Notwithstanding the date on which this First Amendment is executed, the First Amendment shall be effective as of January 1, 2021, such that the complete term of the Services Agreement shall be a single, continuous, term, and the provisions of the Services Agreement shall remain in force during the full term of the Services Agreement.

SECTION 3. To the extent that the terms of the Services Agreement or this First Amendment conflict with the terms set forth in Exhibit B, the terms of the Services Agreement and this First Amendment shall control.

SECTION 4. All other terms of the Services Agreement shall remain in full force and effect and are hereby ratified.

IN WITNESS WHEREOF, the parties hereto have signed this First Amendment to the Services Agreement on the day and year first written above.

ATTEST:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

THE LAKE DOCTORS, INC., a Florida
corporation

By: _____

By: _____

Its: _____

Exhibit A: Lake Maintenance Agreement
Exhibit B: Renewal Proposal

Exhibit A

**AGREEMENT BETWEEN ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT AND THE LAKE DOCTORS, INC.
FOR LAKE MAINTENANCE SERVICES**

This Agreement ("Agreement") is made and entered into this 1st day of January, 2020 by and between:

Isles of Bartram Park Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

The Lake Doctors, Inc., a Florida corporation, whose address is 3543 State Road 419, Winter Springs, Florida 32708 (hereinafter "Contractor", together with District the "Parties").

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("Act"); and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District owns, operates and maintains 11 ponds within the boundaries of the District ("Ponds"); and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide lake maintenance services for the Ponds; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide lake maintenance services and has agreed to provide to the District those services identified in **Exhibit A**, attached hereto and incorporated by reference herein ("Services"); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. DESCRIPTION OF WORK AND SERVICES.

A. The District desires that the Contractor provide professional lake maintenance services within presently accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified in **Exhibit A**.

B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.

C. The Contractor shall provide the Services as shown in **Section 3** of this Agreement. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.

D. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.

SECTION 3. SCOPE OF LAKE MAINTENANCE SERVICES. The Contractor will provide lake maintenance services for the Ponds within the District. The duties, obligations, and responsibilities of Contractor are to provide the material, tools, skill and labor necessary for the Services attached as **Exhibit A**. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.

SECTION 4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of the Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.

B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in **Section 3** unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.

C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret

and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.

- (1) The District hereby designates the District Manager to act as its representative.
- (2) Upon request by the District Manager, the Contractor agrees to meet with the District's representative to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

D. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

SECTION 5. COMPENSATION; TERM.

A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor One Thousand Six Hundred Seventy Dollars (\$1,670.00) per month. The term of this Agreement shall be from January 1, 2020 through December 31, 2020 unless terminated earlier by either party in accordance with the provisions of this Agreement.

B. If the District should desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an, addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

C. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

D. The Contractor shall maintain records conforming to usual accounting practices. As soon as may be practicable at the beginning of each month, the Contractor shall invoice the District for all services performed in the prior month and any other sums due to the Contractor. The District shall pay the invoice amount within thirty (30) days after the invoice date. The Contractor may cease performing services under this Agreement if any payment due hereunder

is not paid within thirty (30) days of the invoice date. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

SECTION 4. INSURANCE.

- A.** The Contractor shall maintain throughout the term of this Agreement the following insurance:
- (1)** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - (2)** Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
 - (i)** Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
 - (3)** Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
 - (4)** Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- B.** The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C.** If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 5. INDEMNIFICATION.

- A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B. Contractor agrees to indemnify and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor, including litigation or any appellate proceedings with respect thereto. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute.
- C. In no event, however, shall Contractor be liable for incidental, special, punitive or exemplary damages in connection with this Agreement, even if notice was given of the possibility of such damages and even if such damages were reasonably foreseeable.

SECTION 9. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 6. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 7. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason

of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 8. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 9. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 10. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 11. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 12. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 13. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 14. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 15. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 16. ENFORCEMENT OF AGREEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 17. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. To the extent there is any conflict between the terms of this Agreement and the terms set forth in **Exhibit A**, the terms of this Agreement shall control.

SECTION 18. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the Parties.

SECTION 19. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 20. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties; as follows:

A. If to District: Isles of Bartram Park Community
Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Attn: District Manager

With a copy to:

Hopping Green & Sams, P.A.
119 S. Monroe Street, Suite 300
Tallahassee, Florida 32301
Attn: District Counsel

B. If to the Contractor:

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, Florida 32708
Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 21. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 22. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St. Johns County, Florida.

SECTION 23. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited, to Section 119.0701, Florida Statutes. Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt

or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats. Contractor acknowledges that the designated Public Records Custodian for the District is Jim Oliver.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 904-940-5850, JOLIVER@GMSNF.COM, AND 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

SECTION 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 25. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 26. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

IN WITNESS WHEREOF, the Parties hereto have signed and sealed this Agreement on the day and year first written above.

Attest:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

DocuSigned by:
James Oliver
D1BA6EE7410448...
Secretary/Assistant Secretary
Board of Supervisors

DocuSigned by:
Fenji Rogers
005A71E03371457...
By: _____
Its: _____
Board of Supervisors

Print Name: _____

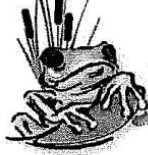
THE LAKE DOCTORS, INC.

Witness

By: _____
Print: _____
Its: _____

Print Name of Witness

Exhibit A: Proposal



The Lake Doctors, Inc.
Aquatic Management Services

Corporate Offices
3543 State Road 419
Winter Springs, FL 32708
1-800-666-5253
lakes@lakedoctors.com
www.lakedoctors.com

Water Management Agreement

MAS/721658 AO

This Agreement, made this _____ day of _____ 20____ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

PROPERTY NAME (Community/Business/Individual)

Isles of Bartram Park CDD (Celestina)

MANAGEMENT COMPANY

GMS (fw CDD) Vesta (fw HOA)

INVOICING ADDRESS

GMS, 475 West Town Place, Suite 114

CITY

St. Augustine

STATE

FL

ZIP

32092

PHONE

904 940-5850

EMAIL ADDRESS

joliver@gsinf.com

EMAIL INVOICE: YES OR NO

THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO

THIRD PARTY INVOICING PORTAL: YES OR NO

**If a Third Party Compliance/Registration or an Invoice Portal is required; it is the customer's responsibility to provide the information.

Hereinafter called "CUSTOMER"

REQUESTED START DATE: _____

PURCHASE ORDER #: _____

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

Eleven (11) Ponds associated with Celestina Master Property Owners Association, St. Johns, FL.

Includes a minimum of twelve (12) inspections and/or treatments, as necessary, for control and prevention of noxious aquatic weeds and algae. **Your current Agreement will remain in effect until we receive the new signed Agreement**

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified aquatic management services:

1. Underwater and Floating Vegetation Control Program	\$	<u>1,670.00 monthly</u>
2. Shoreline Grass and Brush Control Program	\$	<u>INCLUDED</u>
3. Additional Treatments, if Required	\$	<u>INCLUDED</u>
4. Free Callback Service	\$	<u>INCLUDED</u>
5. Monthly Written Service Reports	\$	<u>INCLUDED</u>
Total of Services Accepted	\$	<u>1,670.00 monthly</u>

\$1,670.00 of the above sum-total shall be due and payable upon execution of this Agreement, the balance shall be payable in advance in monthly installments of \$1,670.00, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement.

- C. THE LAKE DOCTORS uses products which, in its sole discretion, will provide effective and safe results.
- D. THE LAKE DOCTORS agrees to commence treatment within fifteen (15) business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before January 4 15, 2020.
- F. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed

MARK A. SEYMOUR, SALES MANAGER

Signed

Name

James Oliver, CDD Dated 1/9/2020
Manager

TERMS AND CONDITIONS

- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practice using the following methods and techniques when applicable.
 - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
 - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment. Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
 - c) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, THE LAKE DOCTORS shall not be liable for loss of any exotic or non-native fish or vegetation. Customer must also notify THE LAKE DOCTORS if any exotic fish exist in lake or pond prior to treatment.
 - d) CUSTOMER understands and agrees that for the best effectiveness and environmental safety, materials used by THE LAKE DOCTORS may be used at rates equal to or lower than maximum label recommendations.
 - e) Triploid grass carp stocking, if included, will be performed at stocking rates determined the Florida Fish and Wildlife Conservation Commission permit guidelines.
 - f) CUSTOMER agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
 - g) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
 - h) When deemed necessary by THE LAKE DOCTORS and approved by CUSTOMER, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, THE LAKE DOCTORS will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species take several months or longer to fully decompose. CUSTOMER is responsible for any desired physical cutting and removal.
- 3) CUSTOMER agrees to inform THE LAKE DOCTORS in writing if any lake or pond areas have been or are scheduled to be mitigated (planted with required or beneficial aquatic vegetation). THE LAKE DOCTORS assumes no responsibility for damage to aquatic plants if CUSTOMER fails to provide such information in a timely manner. Emergent weed control may not be performed within mitigated areas, new or existing, unless specifically stated by separate contract or modification of this Agreement. CUSTOMER also agrees to notify THE LAKE DOCTORS, in writing, of any conditions which may affect the scope of work and CUSTOMER agrees to pay any resultant higher direct cost incurred.
- 4) If at any time during the term of this Agreement, CUSTOMER feels THE LAKE DOCTORS is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, CUSTOMER shall inform THE LAKE DOCTORS, in writing, stating with particularity the reasons for CUSTOMER'S dissatisfaction. THE LAKE DOCTORS shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel THE LAKE DOCTORS performance is unsatisfactory, CUSTOMER may terminate this Agreement by giving notice ("Second Notice") to THE LAKE DOCTORS and paying all monies owing to the effective date of termination. In this event, the effective date of termination shall be the last day of the month in which said second notice is received by THE LAKE DOCTORS.
- 5) Federal and State regulations require that various water time-use restrictions be observed during and following some treatments. THE LAKE DOCTORS will notify CUSTOMER of such restrictions. It shall be CUSTOMER responsibility to observe the restrictions throughout the required period. CUSTOMER understands and agrees that, notwithstanding any other provision of the Agreement, THE LAKE DOCTORS does not assume any liability for failure by any party to be notified of, or to observe, the above regulations.
- 6) THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that is provided by THE LAKE DOCTORS.
- 7) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should THE LAKE DOCTORS be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, THE LAKE DOCTORS shall notify CUSTOMER of said condition and of the excess direct costs arising there from. CUSTOMER shall have thirty (30) days after receipt of said notice to notify THE LAKE DOCTORS in writing of any inability to comply with excess direct costs as requested by THE LAKE DOCTORS.
- 8) CUSTOMER warrants that he or she is authorized to execute the Water Management Agreement on behalf of the riparian owner and to hold THE LAKE DOCTORS harmless for consequences of such service not arising out of the sole negligence of THE LAKE DOCTORS.
- 9) CUSTOMER understands that, for convenience, the annual investment amount has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If CUSTOMER places their account on hold, an additional start-up charge may be required due to aquatic re-growth.
- 10) THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 11) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, THE LAKE DOCTORS may adjust the monthly investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution.
- 12) THE LAKE DOCTORS may cancel this agreement with or without cause by 30-day written notice to customer.
- 13) Should CUSTOMER become delinquent, THE LAKE DOCTORS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly investment amount even if the account is placed on hold. Service may be reinstated once the entire past due balance has been received in full. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
- 14) This Agreement is assignable by CUSTOMER upon written consent by THE LAKE DOCTORS.
- 15) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
- 16) If Agreement includes trash/debris removal, THE LAKE DOCTORS will perform the following: removal of casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 17) CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services and/or invoicing portal fees.

Exhibit B



The Lake Doctors, Inc.
Aquatic Management Services

Corporate Offices
3543 State Road 419
Winter Springs, FL 32708
1-800-666-5253
lakes@lakedoctors.com
www.lakedoctors.com

Water Management Agreement

MAS/721658 R

This Agreement, made this 27 day of January, 2021 is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

PROPERTY NAME (Community/Business/Individual) Celestina/Lakes of Bantam Park CDI

MANAGEMENT COMPANY GMS

INVOICING ADDRESS 475 West Town Place Suite 114

CITY St. Augustine STATE FL ZIP 32092 PHONE 904 940-5850

EMAIL ADDRESS pliver@gmsnf.com

EMAIL INVOICE: YES OR NO (NO)

THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO (NO)

THIRD PARTY INVOICING PORTAL: YES OR NO (NO)

**If a Third Party Compliance/Registration or an Invoice Portal is required; it is the customer's responsibility to provide the information.

Hereinafter called "CUSTOMER"

REQUESTED START DATE: 1/1/2021
PURCHASE ORDER #:

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

Eleven (11) Ponds associated with Celestina Master Property Owners Association, St. Johns, FL.

Includes a minimum of twenty four (24) inspections and/or treatments, as necessary, for control and prevention of noxious aquatic weeds and algae. **Service will cease effective January 1, 2021 if the signed Agreement is not returned. Note - #11 on Terms & Conditions does not apply.**

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified aquatic management services:

1. Underwater and Floating Vegetation Control Program	\$	<u>1,670.00 monthly</u>
2. Shoreline Grass and Brush Control Program	\$	<u>INCLUDED</u>
3. Additional Treatments, if Required	\$	<u>INCLUDED</u>
4. Free Callback Service	\$	<u>INCLUDED</u>
5. Monthly Written Service Reports	\$	<u>INCLUDED</u>
Total of Services Accepted	\$	<u>1,670.00 monthly</u>

\$0.00 of the above sum-total shall be due and payable upon execution of this Agreement, the balance shall be payable in advance in monthly installments of **\$1,670.00**, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement.

- C. THE LAKE DOCTORS uses products which, in its sole discretion, will provide effective and safe results.
- D. THE LAKE DOCTORS agrees to commence treatment within **fifteen (15)** business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before December 15, 2020.
- F. **The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof.** Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed

MARK A. SEYMOUR, SALES MANAGER

Signed

Name

James Oliver, District Secretary

Dated

1/27/2021

08/2019

© THE LAKE DOCTORS, INC.

TERMS AND CONDITIONS

- 1) The Underwater and Floating Vegetation Control Program will be conducted in a manner consistent with good water management practice using the following methods and techniques when applicable.
 - a) Periodic treatments to maintain control of noxious submersed, floating and emersed aquatic vegetation and algae. CUSTOMER understands that some beneficial vegetation may be required in a body of water to maintain a balanced aquatic ecological system.
 - b) Determination of dissolved oxygen levels prior to treatment, as deemed necessary, to ensure that oxygen level is high enough to allow safe treatment. Additional routine water analysis and/or bacteriological analysis may be performed if required for success of the water management program.
 - c) Where applicable, treatment of only one-half or less of the entire body of water at any one time to ensure safety to fish and other aquatic life. However, THE LAKE DOCTORS shall not be liable for loss of any exotic or non-native fish or vegetation. Customer must also notify THE LAKE DOCTORS if any exotic fish exist in lake or pond prior to treatment.
 - d) CUSTOMER understands and agrees that for the best effectiveness and environmental safety, materials used by THE LAKE DOCTORS may be used at rates equal to or lower than maximum label recommendations.
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 - f) CUSTOMER agrees to provide adequate access. Failure to provide adequate access may require re-negotiation or termination of this Agreement.
 - g) Control of some weeds may take 30-90 days depending upon species, materials used and environmental factors.
 - h) When deemed necessary by THE LAKE DOCTORS and approved by CUSTOMER, the planting and/or nurturing of certain varieties of plants, which for various reasons, help to maintain ecological balance.
- 2) Under the Shoreline Grass and Brush Control Program, THE LAKE DOCTORS will treat border vegetation to the water's edge including, but not limited to torpedograss, cattails, and other emergent vegetation such as woody brush and broadleaf weeds. Many of these species take several months or longer to fully decompose. CUSTOMER is responsible for any desired physical cutting and removal.
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- 4) If at any time during the term of this Agreement, CUSTOMER feels THE LAKE DOCTORS is not performing in a satisfactory manner, or in accordance with the terms of this Agreement, CUSTOMER shall inform THE LAKE DOCTORS, in writing, stating with particularity the reasons for CUSTOMER'S dissatisfaction. THE LAKE DOCTORS shall investigate and attempt to cure the defect. If, after 30 days from the giving of the original notice, CUSTOMER continues to feel THE LAKE DOCTORS performance is unsatisfactory, CUSTOMER may terminate this Agreement by giving notice ("Second Notice") to THE LAKE DOCTORS and paying all monies owing to the effective date of termination. In this event, the effective date of termination shall be the last day of the month in which said second notice is received by THE LAKE DOCTORS.
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- 6) THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that is provided by THE LAKE DOCTORS.
- 7) Neither party shall be responsible for damages, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. Should THE LAKE DOCTORS be prohibited, restricted or otherwise prevented or impaired from rendering specified services by any condition, THE LAKE DOCTORS shall notify CUSTOMER of said condition and of the excess direct costs arising there from. CUSTOMER shall have thirty (30) days after receipt of said notice to notify THE LAKE DOCTORS in writing of any inability to comply with excess direct costs as requested by THE LAKE DOCTORS.
- 8) CUSTOMER warrants that he or she is authorized to execute the Water Management Agreement on behalf of the riparian owner and to hold THE LAKE DOCTORS harmless for consequences of such service not arising out of the sole negligence of THE LAKE DOCTORS.
- 9) CUSTOMER understands that, for convenience, the annual investment amount has been spread over a twelve-month period and that individual monthly billings do not reflect the fluctuating seasonal costs of service. If CUSTOMER places their account on hold, an additional start-up charge may be required due to aquatic re-growth.
- 10) THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER or others for indirect, special or consequential damages resulting from any cause whatsoever.
- 11) Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, THE LAKE DOCTORS may adjust the monthly investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution.
- 12) THE LAKE DOCTORS may cancel this agreement with or without cause by 30-day written notice to customer.
- 13) Should CUSTOMER become delinquent, THE LAKE DOCTORS may place the account on hold for non-payment and CUSTOMER will continue to be responsible for the monthly investment amount even if the account is placed on hold. Service may be reinstated once the entire past due balance has been received in full. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys fee (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
- 14) This Agreement is assignable by CUSTOMER upon written consent by THE LAKE DOCTORS.
- 15) This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
- 16) If Agreement includes trash/debris removal, THE LAKE DOCTORS will perform the following: removal of casual trash such as cups, plastic bags and other man-made materials up to 20 lbs. during regularly scheduled service visits. Large or dangerous items such as biohazards and landscape debris will not be included.
- 17) CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services and/or invoicing portal fees.

08/2019

® THE LAKE DOCTORS, INC.

EIGHTH ORDER OF BUSINESS

**FIRST AMENDMENT TO THE FOUNTAIN MAINTENANCE AGREEMENT BY AND
BETWEEN ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
AND THE LAKE DOCTORS, INC.**

This First Amendment ("First Amendment") is made and entered into this ____ day of _____, 2021, by and between:

Isles of Bartram Park Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

The Lake Doctors, Inc., a Florida corporation, whose address is 3543 State Road 419, Winter Springs, Florida 32708 (hereinafter "Contractor", together with District the "Parties").

RECITALS

WHEREAS, on January 1, 2020, the District and the Contractor entered into an agreement for fountain maintenance services (the "Services Agreement"), which is attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Section 18 of the Services Agreement, the parties desire to amend the Services Agreement as set forth in more detail below and in the Contractor's proposal attached hereto as **Exhibit B**; and

WHEREAS, each of the parties hereto has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Services Agreement is hereby affirmed and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this First Amendment, nothing herein shall modify the rights and obligations of the parties under the Services Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 2. The Services Agreement is hereby amended as follows:

The term of the Services Agreement is hereby extended such that the Services Agreement shall expire on December 31, 2021, unless terminated earlier in

accordance with Section 11 of the Services Agreement. Notwithstanding the date on which this First Amendment is executed, the First Amendment shall be effective as of January 1, 2021, such that the complete term of the Services Agreement shall be a single, continuous, term, and the provisions of the Services Agreement shall remain in force during the full term of the Services Agreement.

SECTION 3. To the extent that the terms of the Services Agreement or this First Amendment conflict with the terms set forth in Exhibit B, the terms of the Services Agreement and this First Amendment shall control.

SECTION 4. All other terms of the Services Agreement shall remain in full force and effect and are hereby ratified.

IN WITNESS WHEREOF, the parties hereto have signed this First Amendment to the Services Agreement on the day and year first written above.

ATTEST:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

THE LAKE DOCTORS, INC., a Florida
corporation

By:_____

By:_____
Its:_____

Exhibit A: Fountain Maintenance Agreement
Exhibit B: Renewal Proposal

Exhibit A

**AGREEMENT BETWEEN ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT AND THE LAKE DOCTORS, INC.
FOR FOUNTAIN MAINTENANCE SERVICES**

This Agreement ("Agreement") is made and entered into this 1st day of January, 2020 by and between:

Isles of Bartram Park Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 ("District"); and

The Lake Doctors, Inc., a Florida corporation, whose address is 3543 State Road 419, Winter Springs, Florida 32708 (hereinafter "Contractor", together with District the "Parties").

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* ("Act"); and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District owns, operates and maintains 4 fountains within the boundaries of the District ("Fountains"); and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide fountain maintenance services for the Fountains; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide fountain maintenance services and has agreed to provide to the District those services identified in **Exhibit A**, attached hereto and incorporated by reference herein ("Services"); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

SECTION 2. DESCRIPTION OF WORK AND SERVICES.

A. The District desires that the Contractor provide professional fountain maintenance services within presently accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified in **Exhibit A**.

B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.

C. The Contractor shall provide the Services as shown in **Section 3** of this Agreement. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.

D. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.

SECTION 3. SCOPE OF FOUNTAIN MAINTENANCE SERVICES. The Contractor will provide fountain maintenance services for the Fountains within the District. The duties, obligations, and responsibilities of Contractor are to provide the material, tools, skill and labor necessary for the Services attached as **Exhibit A**. To the extent any of the provisions of this Agreement are in conflict with the provisions of **Exhibit A**, this Agreement controls.

SECTION 4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of the Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.

B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in **Section 3** unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.

C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret

and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.

- (1) The District hereby designates the District Manager to act as its representative.
- (2) Upon request by the District Manager, the Contractor agrees to meet with the District's representative to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

D. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

SECTION 5. COMPENSATION; TERM.

A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor Three Hundred Fifty Dollars (\$350.00) per quarter. The term of this Agreement shall be from January 1, 2020 through December 31, 2020 unless terminated earlier by either party in accordance with the provisions of this Agreement.

B. If the District should desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an, addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

C. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

D. The Contractor shall maintain records conforming to usual accounting practices. As soon as may be practicable, the Contractor shall invoice the District for all services performed in the prior quarter and any other sums due to the Contractor. The District shall pay the invoice amount within thirty (30) days after the invoice date. The Contractor may cease performing services under this Agreement if any payment due hereunder is not paid within thirty (30) days of

the invoice date. Each quarterly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

SECTION 4. INSURANCE.

- A.** The Contractor shall maintain throughout the term of this Agreement the following insurance:
- (1)** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - (2)** Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
 - (i)** Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
 - (3)** Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
 - (4)** Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.
- B.** The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- C.** If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 5. INDEMNIFICATION.

- A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B. Contractor agrees to indemnify and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor, including litigation or any appellate proceedings with respect thereto. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute.
- C. In no event, however, shall Contractor be liable for incidental, special, punitive or exemplary damages in connection with this Agreement, even if notice was given of the possibility of such damages and even if such damages were reasonably foreseeable.

SECTION 9. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 6. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 7. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason

of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 8. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 9. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 10. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 11. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 12. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 13. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 14. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 15. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 16. ENFORCEMENT OF AGREEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 17. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement. To the extent there is any conflict between the terms of this Agreement and the terms set forth in **Exhibit A**, the terms of this Agreement shall control.

SECTION 18. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the Parties.

SECTION 19. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 20. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

A. If to District:

Isles of Bartram Park Community
Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Attn: District Manager

With a copy to:

Hopping Green & Sams, P.A.
119 S. Monroe Street, Suite 300
Tallahassee, Florida 32301
Attn: District Counsel

B. If to the Contractor:

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, Florida 32708
Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 21. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 22. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be St. Johns County, Florida.

SECTION 23. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited, to Section 119.0701, Florida Statutes. Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt

or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats. Contractor acknowledges that the designated Public Records Custodian for the District is Jim Oliver.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 904-940-5850, JOLIVER@GMSNF.COM, AND 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

SECTION 24. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 25. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 26. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

IN WITNESS WHEREOF, the Parties hereto have signed and sealed this Agreement on the day and year first written above.

Attest:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

DocuSigned by:
James Oliver
D18A5E9E7410418...
Secretary/Assistant Secretary
Board of Supervisors

DocuSigned by:
Fenji Rogers
635A74E09971457...
By: _____
Its: _____
Board of Supervisors

Print Name: _____

THE LAKE DOCTORS, INC.

Witness

By: _____
Print: _____
Its: _____

Print Name of Witness

Exhibit A: Proposal



The Lake Doctors, Inc.
Aquatic Management Services

Corporate Offices
3543 State Road 419
Winter Springs, FL 32700
1-800-466-5253
lakes@lakedoctors.com
www.lakedoctors.com

Sales Agreement Fountain Cleaning

MAS/723920

This Agreement, made this _____ day of _____, 20____ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and _____

PROPERTY NAME (Community/Business/Individual) Isles of Bartram Park CDD

MANAGEMENT COMPANY GMS (fw CDD) Vesta (fw HOA)

INVOICING ADDRESS GMS, 475 West Town Place, Suite 114,

CITY St. Augustine STATE FL ZIP 32082 PHONE 904 940-5850

EMAIL ADDRESS joliver@gmsnf.com EMAIL INVOICE: YES OR NO

THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO THIRD PARTY INVOICING PORTAL: YES OR NO

**If a Third Party Compliance/Registration or an Invoice Portal is required; it is the customer's responsibility to provide the information

Hereinafter called "CUSTOMER"

REQUESTED START DATE: _____
PURCHASE ORDER: _____

The parties hereto agree to follows:

- A. The Lake Doctors agrees to clean and adjust the following equipment in accordance with the terms and conditions of this Agreement in the following location(s):

Quarterly cleaning and adjustment of the four (4) fountains associated with Celestina Master Property Owners Association, St. Johns, Florida. The Lake Doctors, Inc. does not assume responsibility for parts failure or repair costs. Estimates for repairs and/or parts can be supplied upon Customer request. **Contract does not include removing the fountain from the waterway for maintenance. Service will cease effective January 1, 2020 if the signed Agreement is not returned.**
Note - #11 on Terms & Conditions does not apply.

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified equipment:

1.	Cleaning exterior of pump intake screens.	\$	350.00/Quarterly
2.	Cleaning of visible surfaces of fountain floats	\$	INCLUDED
3.	Cleaning and adjustment of nozzles and jets as necessary.	\$	INCLUDED
4.	Cleaning of light lens.	\$	INCLUDED
5.	Check anchor lines.	\$	INCLUDED
6.	Adjust time clocks as necessary.	\$	INCLUDED
7.	Lamp replacement labor during regularly scheduled visits.	\$	INCLUDED
	Total of Services Accepted	\$	350.00/Quarterly

*Lamps and additional parts will be invoiced separately.

\$00.00 shall be payable upon execution of this Agreement. The balance shall be payable per quarterly invoices of \$350.00 plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement. The Lake Doctors considers this sale as made in Florida and is not responsible for the payment of any out-of-state (non-Florida) taxes except as required by law.

- C. THE LAKE DOCTORS agrees to sell only products with a demonstrated reliability and quality.

- D. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before December 15, 2019.

- E. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed

MARK A. SEYMOUR, SALES MANAGER

Signed

Name

Dated

1/9/2020

08/2019

OFFICE/CUSTOMER

©THE LAKE DOCTORS, INC.

TERMS AND CONDITIONS Fountain Cleaning

1. Equipment sold by THE LAKE DOCTORS is warranted to be free from defects in materials and workmanship per warranty of the respective equipment manufacturers. The liability is limited to the repair or replacement of such items deemed by MANUFACTURER to be defective and will not include items damaged by misuse, vandalism, theft, acts of God or other causes. CUSTOMER shall bear the cost of delivering such defective items to THE LAKE DOCTORS or MANUFACTURER for repair. Any repairs, alteration or modifications made by anyone other than an authorized representative of THE LAKE DOCTORS or MANUFACTURER will void the warranty. Warranty work will not be performed or paid for by THE LAKE DOCTORS or MANUFACTURER unless all past due balances are paid in full. No warranty is made or implied regarding the ability of the equipment to control algae, prevent fish kills, control odors or other performance criteria not directly related to proper mechanical function of the equipment.
2. Items not covered under our warranty will be treated and billed as regular service calls. THE LAKE DOCTORS agrees to clean exterior of pump intake screens, cleaning of visible surfaces of fountain floats, cleaning and adjustment of nozzles and jets as necessary, cleaning of light lens, check anchor lines, adjust time clocks as necessary and reset tripped breakers; as part of the Fountain Cleaning Agreement.
3. CUSTOMER shall be responsible for providing proper electrical power and performing electrical hookups. All electrical work shall meet all applicable governmental requirements. Sald power shall be supplied to a designated site agreed upon by THE LAKE DOCTORS and CUSTOMER and generally within 30' or less of lake or ponds edge. In all cases, power supplied should be in accordance with Article 680 and other appropriate provisions of the National Electrical Code including the use of ground fault circuit interrupter-type breakers on each submersible equipment circuit above 15 volts between conductors. It shall be CUSTOMER'S responsibility to ensure that proposed equipment to be supplied by THE LAKE DOCTORS meets all other governmental standards, including but not limited to, local electrical codes, building codes, etc. Additionally, CUSTOMER shall be responsible for obtaining any necessary permits.
4. Due to possible electrical shock hazards resulting from improper functioning of defective equipment, THE LAKE DOCTORS strongly advises CUSTOMER and other responsible parties to prohibit swimming and wading in ponds or bodies of water in which electrical equipment has been installed. Posted notice is advised.
5. THE LAKE DOCTORS does not assume any liability whatsoever for damages, losses or conditions arising from improper use or maintenance of equipment installed by THE LAKE DOCTORS or MANUFACTURER. Furthermore, THE LAKE DOCTORS and MANUFACTURER assumes no liability whatsoever for damages, losses or conditions arising from equipment purchased from THE LAKE DOCTORS and improperly installed, used or maintained by CUSTOMER or others.
6. THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages.
7. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.
8. THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of Insurance requirements over and above that provided by THE LAKE DOCTORS.
9. This Agreement is not assignable by CUSTOMER except upon prior written consent by THE LAKE DOCTORS.
10. Quotations are made and orders accepted on a firm price basis provided customer authorizes shipment and delivery within a period of forty-five (45) days after execution of Sales Agreement. Orders shipped after ninety (90) days are subject to prices in effect on date of shipment. All shipments F.O.B. shipping point.
11. Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, THE LAKE DOCTORS may adjust the investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution. If necessary, CUSTOMER may terminate this Agreement according to the procedure.
12. This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
13. THE LAKE DOCTORS reserves the right to impose a monthly service charge on past due balances. CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services.
14. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
15. THE LAKE DOCTORS or CUSTOMER may cancel this agreement with or without cause by 30-day written notice.

08/2019

Exhibit B



The Lake Doctors, Inc.
Aquatic Management Services

Corporate Offices
3543 State Road 419
Winter Springs, FL 32708
1-800-666-5253
lakes@lakedoctors.com
www.lakedoctors.com

Sales Agreement

Fountain Cleaning

MAS/723920

This Agreement, made this 27 day of January, 2021 is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

PROPERTY NAME (Community/Business/Individual)

MANAGEMENT COMPANY

INVOICING ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL ADDRESS

EMAIL INVOICE: YES OR NO

THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO

THIRD PARTY INVOICING PORTAL: YES OR NO

**If a Third Party Compliance/Registration or an Invoice Portal is required, it is the customer's responsibility to provide the information.

Hereinafter called "CUSTOMER"

REQUESTED START DATE: 1/1/2021

PURCHASE ORDER: _____

The parties hereto agree to follows:

- A. **The Lake Doctors** agrees to clean and adjust the following equipment in accordance with the terms and conditions of this Agreement in the following location(s):

Quarterly cleaning and adjustment of the four (4) fountains associated with Celestina Master Property Owners Association, St. Johns, Florida. The Lake Doctors, Inc. does not assume responsibility for parts failure or repair costs. Estimates for repairs and/or parts can be supplied upon Customer request. **Contract does not include removing the fountain from the waterway for maintenance. Service will cease effective January 1, 2021 if the signed Agreement is not returned.**
Note - #11 on Terms & Conditions does not apply.

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified equipment:

1.	Cleaning exterior of pump intake screens.	\$	350.00/Quarterly
2.	Cleaning of visible surfaces of fountain floats	\$	INCLUDED
3.	Cleaning and adjustment of nozzles and jets as necessary.	\$	INCLUDED
4.	Cleaning of light lens.	\$	INCLUDED
5.	Check anchor lines.	\$	INCLUDED
6.	Adjust time clocks as necessary.	\$	INCLUDED
7.	Lamp replacement labor during regularly scheduled visits.	\$	INCLUDED
	Total of Services Accepted	\$	350.00/Quarterly

***Lamps and additional parts will be invoiced separately.**

\$00.00 shall be payable upon execution of this Agreement. The balance shall be payable per quarterly invoices of **\$350.00** plus any taxes, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement. **The Lake Doctors** considers this sale as made in Florida and is not responsible for the payment of any out-of-state (non-Florida) taxes except as required by law.

- C. THE LAKE DOCTORS agrees to sell only products with a demonstrated reliability and quality.
- D. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before December 15, 2020.
- E. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed

MARK A. SEYMOUR, SALES MANAGER

Signed

Name

Dated

08/2019

OFFICE/CUSTOMER

©THE LAKE DOCTORS, INC.

TERMS AND CONDITIONS

Fountain Cleaning

1. Equipment sold by THE LAKE DOCTORS is warranted to be free from defects in materials and workmanship per warranty of the respective equipment manufacturers. The liability is limited to the repair or replacement of such items deemed by MANUFACTURER to be defective and will not include items damaged by misuse, vandalism, theft, acts of God or other causes. CUSTOMER shall bear the cost of delivering such defective items to THE LAKE DOCTORS or MANUFACTURER for repair. Any repairs, alteration or modifications made by anyone other than an authorized representative of THE LAKE DOCTORS or MANUFACTURER will void the warranty. Warranty work will not be performed or paid for by THE LAKE DOCTORS or MANUFACTURER unless all past due balances are paid in full. No warranty is made or implied regarding the ability of the equipment to control algae, prevent fish kills, control odors or other performance criteria not directly related to proper mechanical function of the equipment.
2. Items not covered under our warranty will be treated and billed as regular service calls. THE LAKE DOCTORS agrees to clean exterior of pump intake screens, cleaning of visible surfaces of fountain floats, cleaning and adjustment of nozzles and jets as necessary, cleaning of light lens, check anchor lines, adjust time clocks as necessary and reset tripped breakers; as part of the Fountain Cleaning Agreement.
3. CUSTOMER shall be responsible for providing proper electrical power and performing electrical hookups. All electrical work shall meet all applicable governmental requirements. Said power shall be supplied to a designated site agreed upon by THE LAKE DOCTORS and CUSTOMER and generally within 30' or less of lake or ponds edge. In all cases, power supplied should be in accordance with Article 680 and other appropriate provisions of the National Electrical Code including the use of ground fault circuit interrupter-type breakers on each submersible equipment circuit above 15 volts between conductors. It shall be CUSTOMER'S responsibility to ensure that proposed equipment to be supplied by THE LAKE DOCTORS meets all other governmental standards, including but not limited to, local electrical codes, building codes, etc. Additionally, CUSTOMER shall be responsible for obtaining any necessary permits.
4. Due to possible electrical shock hazards resulting from improper functioning of defective equipment, THE LAKE DOCTORS strongly advises CUSTOMER and other responsible parties to prohibit swimming and wading in ponds or bodies of water in which electrical equipment has been installed. Posted notice is advised.
5. THE LAKE DOCTORS does not assume any liability whatsoever for damages, losses or conditions arising from improper use or maintenance of equipment installed by THE LAKE DOCTORS or MANUFACTURER. Furthermore, THE LAKE DOCTORS and MANUFACTURER assumes no liability whatsoever for damages, losses or conditions arising from equipment purchased from THE LAKE DOCTORS and improperly installed, used or maintained by CUSTOMER or others.
6. THE LAKE DOCTORS agrees to hold CUSTOMER harmless from any loss, damage or claims arising out of the sole negligence of THE LAKE DOCTORS. However, THE LAKE DOCTORS shall in no event be liable to CUSTOMER, or others, for indirect, special or consequential damages.
7. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome.
8. THE LAKE DOCTORS shall maintain the following insurance coverage and limits: (a) Workman's Compensation with statutory limits; (b) Automobile Liability; (c) Comprehensive General Liability, including Pollution Liability, Property Damage, Completed Operations and Product Liability. A Certificate of Insurance will be provided upon request. A Certificate of Insurance naming CUSTOMER as "Additional Insured" may be provided at CUSTOMER'S request. CUSTOMER agrees to pay for any additional costs of insurance requirements over and above that provided by THE LAKE DOCTORS.
9. This Agreement is not assignable by CUSTOMER except upon prior written consent by THE LAKE DOCTORS.
10. Quotations are made and orders accepted on a firm price basis provided customer authorizes shipment and delivery within a period of forty-five (45) days after execution of Sales Agreement. Orders shipped after ninety (90) days are subject to prices in effect on date of shipment. All shipments F.O.B. shipping point.
11. Upon completion of the term of this Agreement, or any extension thereof, this Agreement shall be automatically extended for a period equal to its original term unless terminated by either party. If required, THE LAKE DOCTORS may adjust the investment amount after the original term. THE LAKE DOCTORS will submit written notification to CUSTOMER 30 days prior to effective date of adjustment. If CUSTOMER is unable to comply with the adjustment, THE LAKE DOCTORS shall be notified immediately in order to seek a resolution. If necessary, CUSTOMER may terminate this Agreement according to the procedure.
12. This Agreement constitutes the entire agreement of the parties hereto and shall be valid upon acceptance by THE LAKE DOCTORS Corporate Office. No oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing and accepted by an authorized representative of both THE LAKE DOCTORS and CUSTOMER.
13. THE LAKE DOCTORS reserves the right to impose a monthly service charge on past due balances. CUSTOMER agrees to reimburse THE LAKE DOCTORS for all processing fees for registering with third party companies for compliance monitoring services.
14. Should it become necessary for THE LAKE DOCTORS to bring action for collection of monies due and owing under this Agreement, CUSTOMER agrees to pay collection costs, including, but not limited to, reasonable attorneys' fees (including those on appeal) and court costs, and all other expenses incurred by THE LAKE DOCTORS resulting from such collection action.
15. THE LAKE DOCTORS or CUSTOMER may cancel this agreement with or without cause by 30-day written notice.

ELEVENTH ORDER OF BUSINESS

Company ID Number: 1636226

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and the Isle of Bartram Park Community Development District (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.

5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.

a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.

6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.

b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.

Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.

7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.

a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon

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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

Company ID Number: 1636226

- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

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case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

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B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

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Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

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Approved by:

Employer Isle of Bartram Park Community Development District	
Name (Please Type or Print) Darren De Santis	Title
Signature Electronically Signed	Date 01/29/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 01/29/2021

Company ID Number: 1636226

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	Isle of Bartram Park Community Development District
Company Facility Address	475 West Town Place Saint Augustine, FL 32092
Company Alternate Address	
County or Parish	SAINT JOHNS
Employer Identification Number	260622884
North American Industry Classification Systems Code	925
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1

Company ID Number: 1636226

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FLORIDA	1 site(s)
---------	-----------

Company ID Number: 1636226

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Kelly Adams
Phone Number (865) 717 - 7700
Fax Number
Email Address kadams@gmstnn.com

Name Darren A De Santis
Phone Number (954) 721 - 8681 ext. 208
Fax Number
Email Address ddesantis@gmssf.com

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THIRTEENTH ORDER OF BUSINESS

**ISLES OF BARTRAM PARK
COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2020**

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Isles of Bartram Park Community Development District
St. Johns County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Isles of Bartram Park Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

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Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated XXXX, 2021, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

XXXX, 2021

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Isles of Bartram Park Community Development District, St. Johns County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2020. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The liabilities of the District exceeded its assets at the close of the most recent fiscal year resulting in a net position deficit balance of (\$3,760,954).
- The change in the District's total net position in comparison with the prior fiscal year was \$134,879, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2020, the District's governmental funds reported combined ending fund balances of \$1,024,287, an increase of \$46,810 in comparison with the prior fiscal year. A portion of fund balance is restricted for debt service, capital projects, non-spendable for prepaids and the remainder is unassigned fund balance which is available for spending at the District's discretion.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management) and maintenance functions.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund, and capital projects fund, all of which are considered major funds.

The District adopts an annual appropriated budget for its general and debt service funds. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, liabilities exceeded assets at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2020	2019
Assets, excluding capital assets	\$ 1,027,089	\$ 993,242
Capital assets, net of depreciation	6,763,859	6,889,605
Total assets	7,790,948	7,882,847
Liabilities, excluding long-term liabilities	231,295	247,734
Long-term liabilities	11,320,607	11,530,946
Total liabilities	11,551,902	11,778,680
Net Position		
Net investment in capital assets	(4,555,797)	(4,640,560)
Restricted	733,347	709,755
Unrestricted	61,496	34,972
Total net position	\$ (3,760,954)	\$ (3,895,833)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations and depreciation expense.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2020	2019
Revenues:		
Program revenues		
Charges for services	\$ 980,877	\$ 983,808
Operating grants and contributions	18,429	57,780
Capital grants and contributions	170	122
Total revenues	999,476	1,041,710
Expenses:		
General government	92,510	93,503
Maintenance and operations	223,336	204,075
Interest on long-term debt	548,751	670,354
Total expenses	864,597	967,932
Change in net position	134,879	73,778
Net position - beginning	(3,895,833)	(3,969,611)
Net position - ending	\$ (3,760,954)	\$ (3,895,833)

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2020 was \$864,597. The costs of the District's activities were primarily funded by program revenues. Program revenues are comprised primarily of assessments and Developer contributions. Programs revenues decreased in the current year because there was a decrease in operating grants and contributions. Expenses decreased in the current year due to a decrease in interest expense on the Bonds resulting from several Bond principal prepayments in the prior year.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At September 30, 2020, the District had \$7,141,097 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$377,238 has been taken, which resulted in a net book value of \$6,763,859. More detailed information about the District's capital assets is presented in the notes of the financial statements.

Capital Debt

At September 30, 2020, the District had \$11,310,000 Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The District does not anticipate any major projects or significant changes to its infrastructure maintenance program for the subsequent fiscal year. In addition, it is anticipated that the general operations of the District will remain fairly constant.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Isles of Bartram Park Community Development District's Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida, 32092.

**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2020**

	Governmental Activities
ASSETS	
Cash	\$ 94,133
Assessments receivable	87,990
Prepays	11,666
Restricted assets:	
Investments	833,300
Capital assets:	
Nondepreciable	3,887,234
Depreciable, net	2,876,625
Total assets	<u>7,790,948</u>
LIABILITIES	
Accounts payable	2,802
Accrued interest payable	228,493
Non-current liabilities:	
Due within one year	210,000
Due in more than one year	11,110,607
Total liabilities	<u>11,551,902</u>
NET POSITION	
Net investment in capital assets	(4,555,797)
Restricted for debt service	733,347
Unrestricted	61,496
Total net position	<u>\$ (3,760,954)</u>

See notes to the financial statements

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 92,510	\$ 92,510	\$ 11,843	\$ -	\$ 11,843
Maintenance and operations	223,336	112,271	-	170	(110,895)
Interest on long-term debt	548,751	776,096	6,586	-	233,931
Total governmental activities	864,597	980,877	18,429	170	134,879
					Change in net position 134,879
					Net position - beginning (3,895,833)
					Net position - ending <u>\$ (3,760,954)</u>

See notes to the financial statements

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

	Major Funds			Total
	General	Debt Service	Capital Projects	Governmental Funds
ASSETS				
Cash	\$ 94,133	\$ -	\$ -	\$ 94,133
Investments	-	832,349	951	833,300
Assessments receivable	7,706	80,284	-	87,990
Due from other funds	-	49,207	-	49,207
Prepays	11,666	-	-	11,666
Total assets	<u>\$ 113,505</u>	<u>\$ 961,840</u>	<u>\$ 951</u>	<u>\$ 1,076,296</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 2,802	\$ -	\$ -	\$ 2,802
Due to other funds	49,207	-	-	49,207
Total liabilities	<u>52,009</u>	<u>-</u>	<u>-</u>	<u>52,009</u>
Fund balances:				
Nonspendable:				
Prepays	11,666	-	-	11,666
Restricted for:				
Debt service	-	961,840	-	961,840
Capital projects	-	-	951	951
Unassigned	49,830	-	-	49,830
Total fund balances	<u>61,496</u>	<u>961,840</u>	<u>951</u>	<u>1,024,287</u>
Total liabilities and fund balances	<u>\$ 113,505</u>	<u>\$ 961,840</u>	<u>\$ 951</u>	<u>\$ 1,076,296</u>

See notes to the financial statements

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2020**

Fund balance - governmental funds \$ 1,024,287

Amounts reported for governmental activities in the statement of
net position are different because:

Capital assets used in governmental activities are not financial
resources and, therefore, are not reported as assets in the
governmental funds. The statement of net position includes
those capital assets, net of any accumulated depreciation, in the
net position of the government as a whole.

Cost of capital assets	7,141,097	
Accumulated depreciation	<u>(377,238)</u>	6,763,859

Liabilities not due and payable from current available resources
are not reported as liabilities in the governmental fund
statements. All liabilities, both current and long-term, are
reported in the government-wide financial statements.

Accrued interest payable	(228,493)	
Bonds payable, net of premiums/discounts	<u>(11,320,607)</u>	(11,549,100)
Net position of governmental activities		<u><u>\$ (3,760,954)</u></u>

See notes to the financial statements

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
REVENUES				
Assessments	\$ 204,781	\$ 776,096	\$ -	\$ 980,877
Developer contributions	11,843	-	-	11,843
Interest	-	6,586	50	6,636
Miscellaneous revenues	-	-	120	120
Total revenues	216,624	782,682	170	999,476
EXPENDITURES				
Current:				
General government	92,510	-	-	92,510
Maintenance and operations	97,590	-	-	97,590
Debt Service:				
Principal	-	210,000	-	210,000
Interest	-	552,566	-	552,566
Total expenditures	190,100	762,566	-	952,666
Excess (deficiency) of revenues over (under) expenditures	26,524	20,116	170	46,810
Fund balances - beginning	34,972	941,724	781	977,477
Fund balances - ending	\$ 61,496	\$ 961,840	\$ 951	\$ 1,024,287

See notes to the financial statements

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

Net change in fund balances - total governmental funds	\$ 46,810
Amounts reported for governmental activities in the statement of activities are different because:	
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.	(125,746)
Repayment of long-term liabilities are reported as expenditures in the governmental fund statement but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	210,000
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	3,476
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	339
Change in net position of governmental activities	<u>\$ 134,879</u>

See notes to the financial statements

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

Isles of Bartram Park Community Development District ("District") was established by Ordinance 2006-157 of the Board of County Commissioners of St. Johns County, pursuant to the Uniform Community Development District Act of 1980, and otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue Bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the owners of the property within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes. **At September 30, 2020, all of the Board members are affiliated with Lennar Homes (the "Developer").**

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. (Operating-type special assessments for maintenance and debt service are treated as charges for services.); and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually at a public hearing of the District. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the “Uniform Method of Collection” under Florida Statutes. Direct collected assessments are due as set forth in the annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the Uniform Method are noticed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund

The capital projects fund is used to account for the costs of major infrastructure acquired by the District and also to accumulate capital reserves for future maintenance costs and capital projects.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Inter-local Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure - drainage	30
Infrastructure - entry features	15

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Other Disclosures

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the upcoming October 1.
- b) A public hearing is conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS

Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

Investments

The District's investments were held as follows at September 30, 2020:

	Amortized Cost	Credit Risk	Maturities
Fidelity Investment Treasury 1 695	\$ 833,300	N/A	N/A
	<u>\$ 833,300</u>		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

Interest rate risk – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

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NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

NOTE 5 – INTERFUND RECEIVABLES AND PAYABLES

Interfund receivables and payables at September 30, 2020 were as follows:

Fund	Receivable	Payable
General	\$ -	\$ 49,207
Debt service	49,207	-
	<u>\$ 49,207</u>	<u>\$ 49,207</u>

The outstanding balances between funds result primarily from the time lag between the dates that transactions are recorded in the accounting system and payments between funds are made. In the case of the District, the balances between the general fund and the debt service fund relate to assessments collected in the general fund that have not yet been transferred to the debt service fund.

NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Land Improvements	\$ 3,887,234	\$ -	\$ -	\$ 3,887,234
Total capital assets, not being depreciated	<u>3,887,234</u>	<u>-</u>	<u>-</u>	<u>3,887,234</u>
Capital assets, being depreciated				
Infrastructure - drainage	2,735,356	-	-	2,735,356
Infrastructure - entry features	518,507	-	-	518,507
Total capital assets, being depreciated	<u>3,253,863</u>	<u>-</u>	<u>-</u>	<u>3,253,863</u>
Less accumulated depreciation for:				
Infrastructure - drainage	(182,358)	(91,179)	-	(273,537)
Infrastructure - entry features	(69,134)	(34,567)	-	(103,701)
Total accumulated depreciation	<u>(251,492)</u>	<u>(125,746)</u>	<u>-</u>	<u>(377,238)</u>
Total capital assets, being depreciated, net	<u>3,002,371</u>	<u>(125,746)</u>	<u>-</u>	<u>2,876,625</u>
Governmental activities capital assets, net	<u>\$ 6,889,605</u>	<u>\$ (125,746)</u>	<u>\$ -</u>	<u>\$ 6,763,859</u>

Depreciation was charged to maintenance and operations.

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NOTE 7 – LONG-TERM LIABILITIES

Series 2015

On November 5, 2015, the District issued \$6,725,000 of Special Assessment Bonds, Series 2015 consisting of \$1,300,000 Term Bonds Series 2015 due November 1, 2025 with a fixed interest rate of 4.375%, \$2,060,000 Term Bonds Series 2015 due November 1, 2035 with a fixed interest rate of 5.000%, and \$3,365,000 Term Bonds Series 2015 due November 1, 2045 with a fixed interest rate of 5.125%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing November 1, 2016 through November 1, 2045.

The Series 2015 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2020.

Series 2017

On August 16, 2017, the District issued \$5,345,000 of Special Assessment Bonds, Series 2017 consisting of \$450,000 Term Bonds due November 1, 2022 with a fixed interest rate of 3.5%, \$600,000 Term Bonds due November 1, 2027 with a fixed interest rate of 4%, \$1,655,000 Term Bonds due November 1, 2037 with a fixed interest rate of 4.625%, and \$2,640,000 Term Bonds due November 1, 2047 with a fixed interest rate of 5%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing November 1, 2018 through November 1, 2047.

The Series 2017 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2020.

Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2020 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2015	\$ 6,265,000	\$ -	\$ 110,000	\$ 6,155,000	\$ 110,000
Less: original issue discount	46,008	-	1,770	44,238	-
Series 2017	5,255,000	-	100,000	5,155,000	100,000
Plus: original issue premium	56,954	-	2,109	54,845	-
Total	\$ 11,530,946	\$ -	\$ 210,339	\$ 11,320,607	\$ 210,000

NOTE 7 – LONG-TERM LIABILITIES (Continued)

Long-term Debt Activity (Continued)

At September 30, 2020, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2021	\$ 210,000	\$ 544,232	\$ 754,232
2022	215,000	535,810	750,810
2023	225,000	524,081	749,081
2024	240,000	514,575	754,575
2025	250,000	507,279	757,279
2026-2030	1,485,000	2,350,685	3,835,685
2031-2035	1,885,000	1,947,705	3,832,705
2036-2040	2,400,000	1,427,436	3,827,436
2041-2045	3,065,000	740,297	3,805,297
2046-2048	1,335,000	80,884	1,415,884
Total	\$ 11,310,000	\$ 9,172,984	\$ 20,482,984

NOTE 8 – DEVELOPER TRANSACTIONS

The Developer has agreed to fund a portion of the general operations of the District. In connection with that agreement, Developer contributions to the general fund were \$11,843.

In addition, the Developer remitted assessments of \$159,786 to the District which includes a receivable of \$80,284 at September 30, 2020.

NOTE 9 – CONCENTRATION

The District's activity is dependent upon the continued involvement of the Developer, the loss of which could have a material adverse effect on the District's operations.

NOTE 10 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

NOTE 11 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Budgeted Amount <u>Original & Final</u>	Actual Amounts	Variance with Final Budget - Positive (Negative)
REVENUES			
Assessments	\$ 196,435	\$ 204,781	\$ 8,346
Developer contributions	8,786	11,843	3,057
Total revenues	<u>205,221</u>	<u>216,624</u>	<u>11,403</u>
EXPENDITURES			
Current:			
General government	106,081	92,510	13,571
Maintenance and operations	99,140	97,590	1,550
Total expenditures	<u>205,221</u>	<u>190,100</u>	<u>15,121</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ -</u>	26,524	<u>\$ 26,524</u>
Fund balance - beginning		<u>34,972</u>	
Fund balance - ending		<u>\$ 61,496</u>	

See notes to required supplementary information

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**ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT
ST. JOHNS COUNTY, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Isles of Bartram Park Community Development District
St. Johns County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Isles of Bartram Park Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated XXXX, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

XXXX, 2021

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
Isles of Bartram Park Community Development District
St. Johns County, Florida

We have examined Isles of Bartram Park Community Development District, St. Johns County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2020. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2020.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Isles of Bartram Park Community Development District, St. Johns County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

XXXX, 2021

MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA

To the Board of Supervisors
Isles of Bartram Park Community Development District
St. Johns County, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of Isles of Bartram Park Community Development District, St. Johns County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated XXXX, 2021.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated XXXX, 2021, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Isles of Bartram Park Community Development District, St. Johns County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Isles of Bartram Park Community Development District, St. Johns County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

XXXX, 2021

DRAFT

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2019.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2020.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2020.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2020. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

EIGHTEENTH ORDER OF BUSINESS

A.

Isles of Bartram Park
Community Development District
Unaudited Financial Statements
as of
December 31, 2020

Isles of Bartram Park
Community Development District
Combined Balance Sheet
December 31, 2020

	<i>Governmental Fund Types</i>			<i>(Memorandum Only)</i>
	<i>General</i>	<i>Debt Service</i>	<i>Capital Project</i>	<i>2021</i>
<u>Assets:</u>				
<i>Cash</i>	\$430,902	---	---	\$430,902
<i>Investments:</i>				
<i>Series 2015:</i>				
<i>Reserve</i>	---	\$218,884	---	\$218,884
<i>Revenue</i>	---	\$99,140	---	\$99,140
<i>Sinking Fund</i>	---	\$113	---	\$113
<i>Prepayment</i>	---	\$21	---	\$21
<i>General Redemption</i>	---	\$380	---	\$380
<i>Construction</i>	---	---	\$900	\$900
<i>Series 2017:</i>				
<i>Reserve</i>	---	\$170,923	---	\$170,923
<i>Revenue</i>	---	\$36,975	---	\$36,975
<i>Prepayment</i>	---	\$10	---	\$10
<i>Construction</i>	---	---	\$51	\$51
<i>Due from General Fund 2015</i>	---	\$191,786	---	\$191,786
<i>Due from General Fund 2017</i>	---	\$151,540	---	\$151,540
<i>Total Assets</i>	\$430,902	\$869,773	\$951	\$1,301,626
<u>Liabilities:</u>				
<i>Accounts Payable</i>	\$1,218	---	---	\$1,218
<i>Due to Debt Service 2015</i>	\$191,786	---	---	\$191,786
<i>Due to Debt Service 2017</i>	\$151,540	---	---	\$151,540
<i>Fund Balances:</i>				
<i>Restricted for Debt Service</i>	---	\$869,773	---	\$869,773
<i>Restricted for Capital Projects</i>	---	---	\$951	\$951
<i>Nonspendable</i>	\$0	---	---	\$0
<i>Unassigned</i>	\$86,358	---	---	\$86,358
<i>Total Liabilities & Fund Equity</i>	\$430,902	\$869,773	\$951	\$1,301,626

Isles of Bartram Park
Community Development District
Combined Balance Sheet
December 31, 2020

	<i>Governmental Fund Types</i>			<i>(Memorandum Only)</i>
	<i>General</i>	<i>Debt Service</i>	<i>Capital Project</i>	<i>2021</i>
<u>Assets:</u>				
Cash	\$430,902	---	---	\$430,902
Investments:				
Series 2015:				
Reserve	---	\$218,884	---	\$218,884
Interest	---	\$0	---	\$0
Revenue	---	\$99,140	---	\$99,140
Sinking Fund	---	\$113	---	\$113
Prepayment	---	\$21	---	\$21
General Redemption	---	\$380	---	\$380
Construction	---	---	\$900	\$900
Due from General Fund 2015	---	---	---	\$0
Series 2017:				
Reserve	---	\$170,923	---	\$170,923
Interest	---	\$0	---	\$0
Revenue	---	\$36,975	---	\$36,975
Sinking Fund	---	\$0	---	\$0
Prepayment	---	\$10	---	\$10
Construction	---	---	\$51	\$51
Due From Developer	---	---	---	\$0
Due from General Fund 2015	---	\$191,786	---	\$191,786
Due from General Fund 2017	---	\$151,540	---	\$151,540
Prepaid Expenses	\$0	---	---	\$0
Assessment Receivable	---	---	---	\$0
Total Assets	\$430,902	\$869,773	\$951	\$1,301,626
<u>Liabilities:</u>				
Accounts Payable	\$1,218	---	---	\$1,218
Accrued Expenses	---	---	---	\$0
Due to Other	---	---	---	\$0
Due to General Fund	---	---	---	\$0
Due to Debt Service 2015	\$191,786	---	---	\$191,786
Due to Debt Service 2017	\$151,540	---	---	\$151,540
Accrued Interest Payable	---	---	---	\$0
Accrued Principal Payable	---	---	---	\$0
Deferred Revenue	---	---	---	\$0
<u>Fund Balances:</u>				
Restricted for Debt Service	---	\$869,773	---	\$869,773
Restricted for Capital Projects	---	---	\$951	\$951
Nonspendable	\$0	---	---	\$0
Unassigned	\$86,358	---	---	\$86,358
Total Liabilities & Fund Equity	\$430,902	\$869,773	\$951	\$1,301,626

Isles of Bartram Park
Community Development District
GENERAL FUND

Statement of Revenues & Expenditures
For the Period ending December 31, 2020

	<i>Adopted Budget</i>	<i>Prorated Thru 12/31/20</i>	<i>Actual Thru 12/31/20</i>	<i>Variance</i>
<u>REVENUES:</u>				
<i>Developer Contributions</i>	\$20,136	\$0	\$0	\$0
<i>Assessment - Tax Roll</i>	\$166,139	\$99,557	\$99,557	\$0
<i>TOTAL REVENUES</i>	\$186,276	\$99,557	\$99,557	\$0
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
<i>Supervisors</i>	\$4,000	\$1,000	\$600	\$400
<i>FICA Expense</i>	\$306	\$77	\$46	\$31
<i>Engineering</i>	\$6,000	\$1,500	\$619	\$881
<i>Dissemination</i>	\$7,000	\$1,750	\$1,750	\$0
<i>Arbitrage</i>	\$1,200	\$0	\$0	\$0
<i>Assessment Roll</i>	\$5,000	\$5,000	\$5,000	\$0
<i>Attorney Fees</i>	\$10,000	\$2,500	\$745	\$1,756
<i>Annual Audit</i>	\$4,100	\$0	\$0	\$0
<i>Trustee Fees</i>	\$8,000	\$7,333	\$7,333	\$0
<i>Management Fees</i>	\$45,000	\$11,250	\$11,250	\$0
<i>Information Technology</i>	\$1,600	\$400	\$400	\$0
<i>Telephone</i>	\$150	\$38	\$0	\$38
<i>Postage</i>	\$300	\$75	\$123	(\$48)
<i>Insurance</i>	\$8,500	\$8,500	\$8,333	\$167
<i>Printing and Binding</i>	\$1,300	\$325	\$145	\$180
<i>Legal Advertising</i>	\$2,000	\$500	\$0	\$500
<i>Other Current Charges</i>	\$500	\$125	\$74	\$51
<i>Office Supplies</i>	\$200	\$50	\$28	\$22
<i>Dues, Licenses & Subscriptions</i>	\$175	\$175	\$175	\$0
<i>TOTAL ADMINISTRATIVE</i>	\$105,331	\$40,597	\$36,619	\$3,978
<u>FIELD:</u>				
<i>Landscape Maintenance</i>	\$52,600	\$13,150	\$16,432	(\$3,282)
<i>Lake Maintenance</i>	\$24,840	\$6,210	\$9,810	(\$3,600)
<i>Waterfall/Entry Pond Maintenance</i>	\$5,400	\$1,350	\$1,548	(\$198)
<i>Lake Fountains Maintenance</i>	\$1,400	\$350	\$8,347	(\$7,997)
<i>Management</i>	\$6,000	\$1,500	\$1,500	\$0
<i>Utilities</i>	\$20,000	\$5,000	\$439	\$4,561
<i>General Maintenance</i>	\$1,000	\$250	\$0	\$250
<i>TOTAL FIELD</i>	\$111,240	\$27,810	\$38,076	(\$10,266)
<i>TOTAL EXPENDITURES</i>	\$216,571	\$68,407	\$74,695	(\$6,288)
<i>EXCESS REVENUES (EXPENDITURES)</i>	(\$30,296)		\$24,862	
<i>FUND BALANCE - Beginning</i>	\$0		\$61,496	
<i>FUND BALANCE - Ending</i>	(\$30,296)		\$86,358	

Isles of Bartram Park
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2020

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Revenues:</u>													
Developer Contributions/Assessments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment - Tax Roll	\$0	\$12,385	\$87,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$99,557
Total Revenues	\$0	\$12,385	\$87,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$99,557
<u>Expenditures:</u>													
<u>Administrative</u>													
Supervisors	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
FICA Expense	\$0	\$46	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46
Engineering	\$619	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$619
Dissemination	\$583	\$583	\$583	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,750
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Attorney Fees	\$368	\$377	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$745
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee Fees	\$3,333	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,333
Management Fees	\$3,750	\$3,750	\$3,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,250
Information Technology	\$133	\$133	\$133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$21	\$101	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$123
Insurance	\$8,333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,333
Printing and Binding	\$0	\$2	\$143	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$145
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Current Charges	\$0	\$25	\$49	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74
Office Supplies	\$3	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28
Dues, Licenses & Subscriptions	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$22,122	\$9,713	\$4,784	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,619
<u>Field</u>													
Landscape Maintenance	\$10,351	\$3,112	\$2,970	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,432
Lake Maintenance	\$1,670	\$1,670	\$6,470	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,810
Waterfall/Entry Pond Maintenance	\$450	\$648	\$450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,548
Lake Fountains Maintenance	\$8,347	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,347.00
Management	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500
Utilities	\$439	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$438.94
General Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Field	\$21,757	\$5,929	\$10,390	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$38,076
Total Expenses	\$43,879	\$15,642	\$15,174	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,695
Excess Revenues (Expenditures)	(\$43,879)	(\$3,257)	\$71,998	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,862

Isles of Bartram Park
Community Development District
DEBT SERVICE FUND SERIES 2015
Statement of Revenues & Expenditures
For the Period ending December 31, 2020

	<i>Adopted Budget</i>	<i>Prorated Thru 12/31/20</i>	<i>Actual Thru 12/31/20</i>	<i>Variance</i>
<u>REVENUES:</u>				
<i>Assessment - Tax Roll</i>	\$433,476	\$219,034	\$219,034	\$0
<i>Interest Income</i>	\$2,000	\$500	\$11	(\$489)
<i>TOTAL REVENUES</i>	\$435,476	\$219,534	\$219,046	(\$489)
<u>EXPENDITURES:</u>				
<i>Series 2015</i>				
<i>Interest Expense - 11/01</i>	\$153,506	\$153,506	\$153,628	(\$122)
<i>Principal Expense - 11/01</i>	\$110,000	\$110,000	\$110,000	\$0
<i>Interest Expense - 05/01</i>	\$151,100	\$0	\$0	\$0
<i>Principal Expense - 05/01 Prepayment</i>	\$0	\$0	\$0	\$0
<i>TOTAL EXPENDITURES</i>	\$414,606	\$263,506	\$263,628	(\$122)
<i>EXCESS REVENUES (EXPENDITURES)</i>	\$20,870		(\$44,583)	
<i>FUND BALANCE - Beginning</i>	\$334,698		\$554,907	
<i>FUND BALANCE - Ending</i>	<u>\$355,568</u>		<u>\$510,325</u>	

Isles of Bartram Park
Community Development District
DEBT SERVICE FUND SERIES 2017
Statement of Revenues & Expenditures
For the Period ending December 31, 2020

<i>Adopted Budget</i>	<i>Prorated Thru 12/31/20</i>	<i>Actual Thru 12/31/20</i>	<i>Variance</i>
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REVENUES:

<i>Assessment - Tax Roll</i>	\$344,195	\$173,070	\$173,070	\$0
<i>Interest Income</i>	\$2,000	\$500	\$7	(\$493)

TOTAL REVENUES

\$346,195	\$173,570	\$173,078	(\$493)
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EXPENDITURES:

Series 2015

<i>Interest Expense - 11/01</i>	\$120,563	\$120,563	\$120,563	\$0
<i>Principal Expense - 11/01</i>	\$100,000	\$100,000	\$100,000	\$0
<i>Principal Expense - 11/02 Prepayment</i>	\$0	\$0	\$0	\$0
<i>Interest Expense - 05/01</i>	\$118,813	\$0	\$0	\$0

TOTAL EXPENDITURES

\$339,375	\$220,563	\$220,563	\$0
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OTHER SOURCES/(USES)

<i>Transfer In/(Out)</i>	\$0	\$0	\$0	\$0
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TOTAL OTHER SOURCES AND USES

\$0	\$0	\$0	\$0
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EXCESS REVENUES (EXPENDITURES)

\$6,820	(\$47,485)
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FUND BALANCE - Beginning

\$244,032	\$406,933
-----------	-----------

FUND BALANCE - Ending

\$250,852	\$359,448
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Isles of Bartram Park
Community Development District
CAPITAL PROJECTS FUND

Statement of Revenues & Expenditures
For the Period ending December 31, 2020

	Series 2015	Series 2017
<u>REVENUES:</u>		
<i>Interest Income</i>	\$0	\$0
<i>TOTAL REVENUES</i>	\$0	\$0
<u>EXPENDITURES:</u>		
<i>Capital Outlay</i>	\$0	\$0
<i>TOTAL EXPENDITURES</i>	\$0	\$0
<u>OTHER SOURCES/(USES)</u>		
<i>Interfund Transfer</i>	\$0	\$0
<i>TOTAL OTHER SOURCES/(USES)</i>	\$0	\$0
<i>EXCESS REVENUES (EXPENDITURES)</i>	\$0	\$0
<i>FUND BALANCE - Beginning</i>	\$900	\$51
<i>FUND BALANCE - Ending</i>	\$900	\$51

Isles of Bartram Park
Community Development District
Long Term Debt Report

Series 2015 Special Assessment Bonds

Interest Rate:	4.375%-5.125%
Maturity Date:	11/1/45
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$218,884.07
Reserve Balance:	\$218,884.07
 Bonds outstanding - 11/30/2015	 \$6,725,000
Less: November 1, 2015	\$0
Less: November 1, 2016	(\$110,000)
Less: November 1, 2017	(\$130,000)
Less: May 1, 2018 (Prepayment)	(\$100,000)
Less: November 1, 2018	(\$100,000)
Less: May 1, 2019 (Prepayment)	(\$20,000)
Less: November 1, 2019	(\$105,000)
Less: November 1, 2019 (Prepayment)	(\$5,000)
Less: November 1, 2020	(\$110,000)
 Current Bonds Outstanding	 \$6,045,000

Series 2017 Special Assessment Bonds

Interest Rate:	3.50%-5.00%
Maturity Date:	11/1/47
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$170,922.80
Reserve Balance:	\$170,922.80
 Bonds outstanding - 11/30/2017	 \$5,345,000
Less: November 1, 2018	(\$50,000)
Less: May 1, 2019 (Prepayment)	(\$25,000)
Less: August 1, 2019 (Prepayment)	(\$15,000)
Less: November 1, 2019	(\$95,000)
Less: November 1, 2019 (Prepayment)	(\$5,000)
Less: November 1, 2020	(\$100,000)
 Current Bonds Outstanding	 \$5,055,000

B.

**ISLES OF BARTRAM PARK CDD
FISCAL YEAR 2021 ASSESSMENT RECEIPTS**

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY21 O&M ASMT	TOTAL ASMTS
TAX ROLL NET	616	432,169.81	341,479.08	196,433.53	970,082.43
TOTAL DISTRICT NET	616	432,169.81	341,479.08	196,433.53	970,082.43

TAX ROLL RECEIPTS

DISTRIBUTION	DATE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/2/2020	725.07	572.91	329.56	1,627.54
2	11/12/2020	10,207.08	8,065.12	4,639.41	22,911.61
3	11/24/2020	16,316.49	12,892.48	7,416.31	36,625.28
4	12/3/2020	84,762.18	66,974.86	38,526.84	190,263.88
5	12/16/2020	107,023.63	84,564.75	48,645.29	240,233.67
6	1/7/2021	199,325.55	157,497.13	90,599.16	447,421.84
INTEREST	1/19/2021	16.40	12.96	7.46	36.82
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
TOTAL TAX ROLL RECEIPTS		418,376.40	330,580.21	190,164.03	939,120.64

PERCENT COLLECTED	97%	0%	97%	97%
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THERE IS ALSO A DEVELOPER FUNDING AGREEMENT FOR \$20,136 IN O&M

C.

Isles of Bartram Park

Community Development District

Check Run Summary

10/01/20 - 12/31/20

Fund	Date	Check No.	Amount
<i>Payroll</i>	11/18/20	50027-50029	\$ 554.10
<i>Sub-Total</i>			\$ 554.10
<i>General Fund</i>			
<i>Accounts Payable</i>	10/1/20-10/31/20	600-615	\$ 68,441.42
	11/1/20-11/30/20	616-627	\$ 23,545.65
	12/1/20-12/31/20	628-639	\$ 69,941.24
<i>Sub-Total</i>			\$ 161,928.31
<i>Total</i>			\$ 162,482.41

** Fedex Invoices available upon request*

BR040M-A CHECKS WRITTEN LISTING AS OF 11/30/2020 RUN 2/04/2021 PAGE 1
 CMPY-001 ISLES OF BARTRAM - GENERAL BANK-P ISLES OF BARTRAM

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050027	R	PR	11/18/2020	184.70	3	CHRIS MAYO
050028	R	PR	11/18/2020	184.70	2	JOSEPH PANCHULA
050029	R	PR	11/18/2020	184.70	1	ZENZI M ROGERS
BANK TOTAL				554.10		
COMPANY TOTAL				554.10		

IBTR ISLES OF BRTRM BPEREGRINO

Attendance Confirmation
for
Board of Supervisors

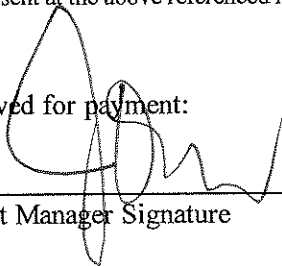
District Name: Isles Bartram Park CDD

Board Meeting Date: Wednesday, November 18, 2020

	<i>Name</i>	<i>In Attendance Please</i>	<i>Fees Involved</i>
1	Zenzi M Rogers	<input checked="" type="checkbox"/>	\$ 200
2	Chris Mayo	<input checked="" type="checkbox"/>	\$ 200
3	Mike Della Penta	<input checked="" type="checkbox"/>	\$ -
4	Ginny Feiner <i>ND</i>	<input type="checkbox"/>	\$ 200
5	Joe Panchula	<input checked="" type="checkbox"/>	\$ 200

The supervisors present at the above referenced meeting should be compensated accordingly.

Approved for payment:


District Manager Signature

11/18/2020
Date

****RETURN SIGNED DOCUMENT TO DANIEL LAUGHLIN****

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
10/01/20	00025	9/15/20 09152020	202008 320-57200-46500	AUG IRRIGATION REIMBURSM	*	475.74	
				CELESTINA MASTER HOA			475.74 000600
10/01/20	00001	9/15/20 78	202010 310-51300-31000	FY21 ASSESSM ROLL CERTIF	*	5,000.00	
				GOVERNMENTAL MANAGEMENT SERVICES			5,000.00 000601
10/09/20	00001	10/01/20 79	202010 310-51300-34000	OCT MANAGEMENT FEES	*	3,750.00	
		10/01/20 79	202010 310-51300-35100	OCT INFORM TECHNOLOGY	*	133.33	
		10/01/20 79	202010 310-51300-31200	OCT DISSEMINATION SERVICE	*	583.33	
		10/01/20 79	202010 310-51300-51000	COPIES	*	2.70	
				GOVERNMENTAL MANAGEMENT SERVICES			4,469.36 000602
10/09/20	00029	8/06/20 08062020	202008 300-20700-10200	LENNAR HOME 4/1 ASSESSM	*	21,676.74	
				ISLES OF BARTRAM PARK CDD-DS 2015			21,676.74 000603
10/09/20	00030	8/06/20 08062020	202008 300-20700-10300	LENNAR HOME 4/1 ASSESSM	*	27,529.54	
				ISLES OF BARTRAM PARK CDD-DS 2017			27,529.54 000604
10/09/20	00018	10/01/20 374413	202010 320-53800-45501	OCT MANAGEMENT SERVICES	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 000605
10/15/20	00021	10/09/20 M2289	202009 320-57200-46400	SEP FOUNTAIN SERVICE	*	450.00	
				CRYSTAL CLEAN POOL SERVICE, INC			450.00 000606
10/15/20	00020	10/01/20 533689	202010 320-57200-46100	OCT LAKE MAINTENANCE	*	1,670.00	
				LAKE DOCTORS, INC.			1,670.00 000607
10/15/20	00020	10/01/20 534474	202010 320-57200-46300	QTR FOUNTAIN SERVICE	*	350.00	
				LAKE DOCTORS, INC.			350.00 000608
10/15/20	00022	10/01/20 JAX15353	202010 320-57200-46200	OCT LANDSCAPE MAINTENANCE	*	2,669.56	
				YELLOWSTONE LANDSCAPE			2,669.56 000609
				IBTR ISLES OF BRTRM BPEREGRINO			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/23/20	00025	10/13/20 10132020	202010 320-57200-46500 OCT IRRIGATION REIMBURS	CELESTINA MASTER HOA	*	438.94	438.94 000610
10/23/20	00025	8/14/20 08142020	202009 320-57200-46500 SEP IRRIGATION REIMBURS	CELESTINA MASTER HOA	*	516.88	516.88 000611
10/23/20	00011	9/30/20 195541	202009 310-51300-31100 SEP PROFESSIONAL SERVICES	ENGLAND THIMS & MILLER INC	*	225.00	225.00 000612
10/23/20	00022	10/16/20 JAX15844	202010 320-57200-46200 FALL ANNUAL ROTATION 2020	YELLOWSTONE LANDSCAPE	*	1,957.50	1,957.50 000613
10/29/20	00020	5/04/20 504333A	202004 320-57200-46300 500 WATT LIGHT BULBS-TAX	LAKE DOCTORS, INC.	*	12.16	12.16 000614
12/02/20	00020	5/04/20 504333A	202004 320-57200-46300 500 WATT LIGHT BULBS-TAX	LAKE DOCTORS, INC.	V	12.16-	12.16-000614
10/29/20	00018	4/01/20 367913	202004 320-53800-45501 APR MANAGEMENT SERVICES	VESTA PROPERTY SERVICES, INC.	*	500.00	500.00 000615
11/09/20	00021	11/06/20 M2462	202010 320-57200-46400 OCT FOUNTAIN SERVICE	CRYSTAL CLEAN POOL SERVICE, INC	*	450.00	450.00 000616
11/09/20	00007	10/01/20 83281	202011 310-51300-54000 FY21 SPECIAL DISTRICT FEE	DEPARTMENT OF ECONOMIC OPPORTUNITY	*	175.00	175.00 000617
11/09/20	00001	11/01/20 80	202011 310-51300-34000 NOV MANAGEMENT FEES		*	3,750.00	
		11/01/20 80	202011 310-51300-35100 NOV INFORM TECHNOLOGY		*	133.33	
		11/01/20 80	202011 310-51300-31200 NOV DISSEMINATION SERVICE		*	583.33	
		11/01/20 80	202011 310-51300-51000 OFFICE SUPPLIES		*	.30	
		11/01/20 80	202011 310-51300-42000 POSTAGE		*	21.42	

IBTR ISLES OF BRTRM BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		11/01/20 80 COPIES	202011 310-51300-42500		*	1.80	
				GOVERNMENTAL MANAGEMENT SERVICES			4,490.18 000618
11/09/20 00023		11/04/20 2153 INSTALL STRAINER BASKET	202011 320-57200-46400		*	197.66	
				INNOVATIVE FOUNTAIN SERVICES, INC			197.66 000619
11/09/20 00020		11/01/20 539821 NOV LAKE MAINTENANCE	202011 320-57200-46100		*	1,670.00	
				LAKE DOCTORS, INC.			1,670.00 000620
11/09/20 00018		11/01/20 375512 NOV MANAGEMENT SERVICES	202011 320-53800-45501		*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 000621
11/09/20 00022		11/01/20 JAX16264 NOV LANDSCAPE MAINTENANCE	202011 320-57200-46200		*	2,669.56	
				YELLOWSTONE LANDSCAPE			2,669.56 000622
11/16/20 00016		11/05/20 252-2334 SE2015 11/5/19-11/4/20	202011 310-51300-33000		*	4,000.00	
				THE BANK OF NEW YORK MELLON			4,000.00 000623
11/30/20 00011		10/31/20 195953 OCT PROFESSIONAL SERVICES	202010 310-51300-31100		*	618.75	
				ENGLAND THIMS & MILLER INC			618.75 000624
11/30/20 00004		10/31/20 118418 SEP GENERAL COUNSEL	202009 310-51300-31500		*	493.00	
				HOPPING GREEN AND SAMS			493.00 000625
11/30/20 00020		11/04/20 541829 FOUNTAIN/AERATION PARTS	202010 320-57200-46300		*	7,097.00	
		11/04/20 541829 FOUNTAIN/AERATION REPAIR	202010 320-57200-46300		*	900.00	
				LAKE DOCTORS, INC.			7,997.00 000626
11/30/20 00022		11/11/20 JAX16624 OCT IRRIGATION REPAIRS	202011 320-57200-46200		*	284.50	
				YELLOWSTONE LANDSCAPE			284.50 000627
12/09/20 00021		12/04/20 M2609 NOV FOUNTAIN SERVICE	202011 320-57200-46400		*	450.00	
				CRYSTAL CLEAN POOL SERVICE, INC			450.00 000628

IBTR ISLES OF BRTRM BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/09/20	00001	12/01/20 81	202012 310-51300-34000		*	3,750.00	
			DEC MANAGEMENT FEES				
		12/01/20 81	202012 310-51300-35100		*	133.33	
			DEC INFORM TECHNOLOGY				
		12/01/20 81	202012 310-51300-31200		*	583.33	
			DEC DISSEMINATION SERVICE				
		12/01/20 81	202012 310-51300-51000		*	24.58	
			OFFICE SUPPLIES				
		12/01/20 81	202012 310-51300-42000		*	10.00	
			POSTAGE				
		12/01/20 81	202012 310-51300-42500		*	143.25	
			COPIES				
		12/01/20 81	202012 310-51300-49000		*	48.70	
			DOMAIN RENEWAL				
			GOVERNMENTAL MANAGEMENT SERVICES				4,693.19 000629
12/09/20	00029	12/07/20 12072020	202012 300-20700-10200		*	725.07	
			11/2 DUVAL CTY TAX DIST 1				
		12/07/20 12072020	202012 300-20700-10200		*	10,207.08	
			11/12 DUVAL CTY TAX DIST2				
		12/07/20 12072020	202012 300-20700-10200		*	16,316.49	
			11/24 DUVAL CTY TAX DIST3				
			ISLES OF BARTRAM PARK CDD-DS 2015				27,248.64 000630
12/09/20	00030	12/07/20 12072020	202012 300-20700-10300		*	572.91	
			11/2 DUVAL CTY TAX DIST 1				
		12/07/20 12072020	202012 300-20700-10300		*	8,065.12	
			11/12 DUVAL CTY TAX DIST2				
		12/07/20 12072020	202012 300-20700-10300		*	12,892.48	
			11/24 DUVAL CTY TAX DIST3				
			ISLES OF BARTRAM PARK CDD-DS 2017				21,530.51 000631
12/09/20	00020	12/01/20 545676	202012 320-57200-46100		*	1,670.00	
			DEC LAKE MAINTENANCE				
			LAKE DOCTORS, INC.				1,670.00 000632
12/09/20	00018	12/01/20 376631	202012 320-53800-45501		*	500.00	
			DEC MANAGEMENT SERVICES				
			VESTA PROPERTY SERVICES, INC.				500.00 000633
12/09/20	00022	10/06/20 JAX15586	202009 320-57200-46200		*	142.50	
			SEP IRRIGATION REPAIRS				
			YELLOWSTONE LANDSCAPE				142.50 000634
12/09/20	00022	12/04/20 JAX17344	202011 320-57200-46200		*	157.50	
			NOV IRRIGATION REPAIRS				
			YELLOWSTONE LANDSCAPE				157.50 000635
			IBTR ISLES OF BRTRM BPEREGRINO				

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/09/20	00022	12/01/20 JAX17199	202012 320-57200-46200	DEC LANDSCAPE MAINTENANCE	*	2,669.56	
				YELLOWSTONE LANDSCAPE			2,669.56 000636
12/09/20	00022	10/06/20 JAX15586	202010 320-57200-46200	FALL 2020 PLANT INSTALLAT	*	5,724.00	
				YELLOWSTONE LANDSCAPE			5,724.00 000637
12/21/20	00004	11/30/20 118996	202010 310-51300-31500	OCT GENERAL COUNSEL	*	367.50	
				HOPPING GREEN AND SAMS			367.50 000638
12/21/20	00020	12/03/20 547610	202012 320-57200-46100	TRIPLOID GRASS CARP	*	4,800.00	
				LAKE DOCTORS, INC.			4,800.00 000639
TOTAL FOR BANK A						161,928.31	
TOTAL FOR REGISTER						161,928.31	

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 9/15/2020

To: Daniel Laughlin
Isles of Bartram CDD
475 West Town Place, Suite 114
St Augustine, FL 32092

RECEIVED

SEP 28 2020

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 9/15/2020) <i>25 A</i> <i>1,320,572,465</i>	\$475.74
Any questions please call Taylor Tennison 904-930-0719		
TOTAL AMOUNT DUE		\$475.74

Make all checks payable to: Celestina Master Homeowners Association Please mail or deliver to
Vesta Services 200 Business Park Circle Suite 101 St Augustine, FL 32095.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 78
Invoice Date: 9/15/20
Due Date: 9/15/20
Case:
P.O. Number:

RECEIVED

SEP 16 2020

Bill To:

Isles of Bartram Park CDD
475 West Town Place
Suite 114
At. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2021		5,000.00	5,000.00
<i>I</i> <i>1,810.573, 310 (A)</i>			
Total			\$5,000.00
Payments/Credits			\$0.00
Balance Due			\$5,000.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**RECEIVED**

OCT 07 2020

Bill To:

Isles of Bartram Park CDD
475 West Town Place
Suite 114
At. Augustine, FL 32092

Invoice #: 79
Invoice Date: 10/1/20
Due Date: 10/1/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - October 2020 <i>1,310,573.840</i>		3,750.00	3,750.00
Information Technology - October 2020 <i>387</i>		133.33	133.33
Dissemination Agent Services - October 2020 <i>312</i>		583.33	583.33
Copies <i>510</i>		2.70	2.70
<i>1 (A)</i>			
Total			\$4,469.36
Payments/Credits			\$0.00
Balance Due			\$4,469.36

Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

RECEIVED

General Fund

OCT 07 2020

Check Request

Date	Amount	Authorized By
August 6, 2020	\$21,676.74	Bernadette Peregrino

Payable to:

Isles of Bartram Park #29 - 2015

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10200
------	---------------------

Intended Use of Funds Requested:

\$ 21,676.74 Lennar Home 4/1 Assessment
\$ 21,676.74
(Attach supporting documentation for request.)

**ISLES OF BARTRAM PARK CDD
FISCAL YEAR 2020 ASSESSMENT RECEIPTS**

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY20 O&M ASMT	TOTAL ASMTS
LENNAR	95	57,044.06	72,446.16	30,295.50	159,785.72
TOTAL DIRECT INVOICES NET	95	57,044.06	72,446.16	30,295.50	159,785.72
TAX ROLL NET	521	380,609.18	263,553.35	166,139.40	810,301.92
TOTAL DISTRICT NET	616	437,653.24	335,999.51	196,434.90	970,087.64

RECEIVED FROM	BALANCE DUE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	FY20 O&M RECEIVED	TOTAL RECEIVED
LENNAR	87,857.80	21,676.74	27,529.54	22,721.64	71,927.92
TOTAL DIRECT INVOICES	87,857.80	21,676.74	27,529.54	22,721.64	71,927.92
TAX ROLL RECEIVED / DUE	(3,083.80)	382,052.89	264,553.06	166,779.77	813,385.72
TOTAL RECEIPTS / DUE	84,774.00	403,729.63	292,082.60	189,501.41	885,313.64

TAX ROLL RECEIPTS

DISTRIBUTION	DATE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/19/2019	6,939.90	4,805.55	3,029.33	14,774.78
2	11/25/2019	336.15	232.77	146.74	715.66
3	11/26/2019	24,740.25	17,131.42	10,799.35	52,671.02
4	12/13/2019	140,037.99	96,969.50	61,127.87	298,135.36
5 (11/26-12/6)	12/19/2019	10,217.95	7,075.43	4,460.23	21,753.61
6 (11/2-11/3)	1/14/2020	129,838.54	89,906.88	56,675.71	276,421.13
7 (11/9-12/31)	1/29/2020	59,997.02	41,545.02	26,189.24	127,731.28
INTEREST (10/1-12/31)	1/30/2020	382.97	265.19	167.16	815.32
8 (1/1-1/30)	3/30/2020	2,502.79	1,733.06	1,092.50	5,328.35
INTEREST	4/14/2020	181.82	125.90	79.37	387.09
9 (2/1-4/30)	5/6/2020	2,649.56	1,834.69	1,156.55	5,640.80
TAX CERTIFICATES	6/10/2020	2,523.69	1,747.53	1,101.61	5,372.83
INTEREST	7/10/2020	-	-	10.18	10.18
11	7/13/2020	1,704.26	1,180.12	743.93	3,628.31
TOTAL TAX ROLL RECEIPTS		382,052.89	264,553.06	166,779.77	813,385.72

PERCENT COLLECTED DIRECT	38%	38%	75%	45%
PERCENT COLLECTED TAX ROLL	100%	0%	100%	100%
PERCENT COLLECTED TOTAL	92%	87%	96%	91%

OPERATIONS & MAINTENANCE (O&M) IS DUE IN INSTALLMENTS OF 25% DUE 10/15/19,
1/1/20, 4/1/20, 7/1/20.

DEBT SERVICE ASSESSMENTS ARE DUE IN INSTALLMENTS WITH 38% DUE 4/1/20 AND 62%
DUE 9/30/20

THERE IS ALSO A DEVELOPER FUNDING AGREEMENT FOR \$8,786 IN O&M

Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

RECEIVED

General Fund

OCT 07 2020

Check Request

Date	Amount	Authorized By
August 6, 2020	\$27,529.54	Bernadette Peregrino

Payable to:

Isles of Bartram Park #30-2017

Date Check Needed:

Budget Category:

ASAP

001.300.20700.10300

Intended Use of Funds Requested:

\$ 27,529.54 Lennar Home 4/1 Assessment

\$ 27,529.54

(Attach supporting documentation for request.)

**ISLES OF BARTRAM PARK CDD
FISCAL YEAR 2020 ASSESSMENT RECEIPTS**

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY20 O&M ASMT	TOTAL ASMTS
LENNAR	95	57,044.06	72,446.16	30,295.50	159,785.72
TOTAL DIRECT INVOICES NET	95	57,044.06	72,446.16	30,295.50	159,785.72
TAX ROLL NET	521	380,609.18	263,553.35	166,139.40	810,301.92
TOTAL DISTRICT NET	616	437,653.24	335,999.51	196,434.90	970,087.64

RECEIVED FROM	BALANCE DUE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	FY20 O&M RECEIVED	TOTAL RECEIVED
LENNAR	87,857.80	21,676.74	27,529.54	22,721.64	71,927.92
TOTAL DIRECT INVOICES	87,857.80	21,676.74	27,529.54	22,721.64	71,927.92
TAX ROLL RECEIVED / DUE	(3,083.80)	382,052.89	264,553.06	166,779.77	813,385.72
TOTAL RECEIPTS / DUE	84,774.00	403,729.63	292,082.60	189,501.41	885,313.64

TAX ROLL RECEIPTS

DISTRIBUTION	DATE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/19/2019	6,939.90	4,805.55	3,029.33	14,774.78
2	11/25/2019	336.15	232.77	146.74	715.66
3	11/26/2019	24,740.25	17,131.42	10,799.35	52,671.02
4	12/13/2019	140,037.99	96,969.50	61,127.87	298,135.36
5 (11/26-12/6)	12/19/2019	10,217.95	7,075.43	4,460.23	21,753.61
6 (11/2-11/3)	1/14/2020	129,838.54	89,906.88	56,675.71	276,421.13
7 (11/9-12/31)	1/29/2020	59,997.02	41,545.02	26,189.24	127,731.28
INTEREST (10/1-12/31)	1/30/2020	382.97	265.19	167.16	815.32
8 (1/1-1/30)	3/30/2020	2,502.79	1,733.06	1,092.50	5,328.35
INTEREST	4/14/2020	181.82	125.90	79.37	387.09
9 (2/1-4/30)	5/6/2020	2,649.56	1,834.69	1,156.55	5,640.80
TAX CERTIFICATES	6/10/2020	2,523.69	1,747.53	1,101.61	5,372.83
INTEREST	7/10/2020	-	-	10.18	10.18
11	7/13/2020	1,704.26	1,180.12	743.93	3,628.31
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		382,052.89	264,553.06	166,779.77	813,385.72

PERCENT COLLECTED DIRECT	38%	38%	75%	45%
PERCENT COLLECTED TAX ROLL	100%	0%	100%	100%
PERCENT COLLECTED TOTAL	92%	87%	96%	91%

OPERATIONS & MAINTENANCE (O&M) IS DUE IN INSTALLMENTS OF 25% DUE 10/15/19,
1/1/20, 4/1/20, 7/1/20.
DEBT SERVICE ASSESSMENTS ARE DUE IN INSTALLMENTS WITH 38% DUE 4/1/20 AND 62%
DUE 9/30/20
THERE IS ALSO A DEVELOPER FUNDING AGREEMENT FOR \$8,786 IN O&M



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

RECEIVED

OCT 01 2020

Invoice # 374413
Date 10/1/2020
Terms Due on receipt
Due Date 10/1/2020
Memo MANAGEMENT SERVI...

Bill To

Isles of Bartram Park CDD
475 West Town Place
Suite 250
Jacksonville FL 32092

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00

Total \$500.00

18 (A)
1,320,538.45501

Crystal Clean Pool Service Inc
9020-1 Berry Ave
Jacksonville, FL 32211 US
+1 7168302520
brett@crystalcleanpools.net

INVOICE

RECEIVED

OCT 12 2020

BILL TO

Celestina Fountain
4518 Racetrack Rd.
St. Johns, FL 32259

INVOICE # M2289

DATE 10/09/2020

DUE DATE 11/08/2020

TERMS Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Monthly Service	Monthly Pool Cleaning	1	450.00	450.00

September

BALANCE DUE

\$450.00

21 (A)
1,320,582.464



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

INVOICE

Invoice #	533689
Account #	721658
Invoice Date	10/1/2020
Due Date	10/11/2020
Rep	MAS

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com
--

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Mgmt Serv-R-Non	1,170.00
	Water Mgmt Serv - Additional Areas Added Effective 01/2020	500.00
Customer Total Balance \$1,670.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$1,670.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	533689
Account #	721658
Date	10/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW		
___ Mastercard	___ Visa	___ American Express
Card #	_____	
Card Verification #	_____	
Exp. Date #	_____	
Print Name	_____	
Billing Address:	___ Check box if same as above	

Signature _____		

INVOICE



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

Invoice #	534474
Account #	723920
Invoice Date	10/1/2020
Due Date	10/31/2020
Rep	MAS

Bill To
CELESTINA MASTER POA/FTNCLN ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com
--

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 30 DAYS	
Item	Description	Amount
	Fountain Service-Quarterly (R)	350.00
Customer Total Balance \$362.16		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$350.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
CELESTINA MASTER POA/FTNCLN ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	534474
Account #	723920
Date	10/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW		
<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa	<input type="checkbox"/> American Express
Card #		
Card Verification #		
Exp. Date #		
Print Name		
Billing Address:	<input type="checkbox"/> Check box if same as above	
Signature		



INVOICE

INVOICE #	INVOICE DATE
JAX 153530	10/1/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Property Name: Celestina-Isles of Bartram CDD

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 31, 2020

Invoice Amount: \$2,669.56

Description	Current Amount
Monthly Landscape Maintenance October 2020	\$2,669.56

RECEIVED

OCT 09 2020

Invoice Total **\$2,669.56**

IN COMMERCIAL LANDSCAPING

22 (A)

1,320,572,462

Should you have any questions or inquiries please call (386) 437-6211.

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 10/13/20

To: Daniel Laughlin
Isles of Bartram CDD
475 West Town Place, Suite 114
St Augustine, FL 32092

RECEIVED

OCT 22 2020

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 10/13/20)	\$438.94
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$438.94

Make all checks payable to: Celestina Master Homeowners Association Please mail or deliver to
Vesta Property Services 200 Business Park Circle Suite 101 St. Augustine FL 32095.

Celestina Master HOA, Inc**INVOICE**

INVOICE DATE: 8/14/20

To: Daniel Laughlin
Isles of Bartram CDD
475 West Town Place, Suite 114
St Augustine, FL 32092

RECEIVED

OCT 22 2020

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 8/14/20) <div>25 # Sep 1,320,572,465</div>	\$516.88
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$516.88

Make all checks payable to: Celestina Master Homeowners Association. Please mail or deliver to Vesta Property Services 200 Business Park Circle Suite 101 St. Augustine FL 32095.



VISION • EXPERIENCE • RESULTS

Isles Of Bartram CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

September 30, 2020

Project No: 13125.03000

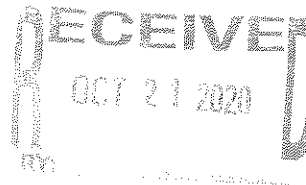
Invoice No: 0195541

Project 13125.03000 Isles of Bartram CDD
Professional Services rendered through September 30, 2020
Professional Personnel

	Hours	Rate	Amount
Principal - Vice President	1.00	225.00	225.00
Totals	1.00		225.00
Total Labor			225.00

Invoice Total this Period **\$225.00**

11 (A)
1,810.573.811



England-Thim & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-646-9485
CA-0002584 LC-0000316



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 158444	10/16/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Property Name: Celestina-Isles of Bartram CDD

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: November 15, 2020

Invoice Amount: \$1,957.50

Description	Current Amount
Fall Annual Rotation 2020	
Annual Installation SUB	\$1,957.50

RECEIVED

OCT 16 2020

Invoice Total

\$1,957.50

IN COMMERCIAL LANDSCAPING

22 Φ
1,820.570.462

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice #
Date

367913
4/1/2020

Terms

Due on receipt

Due Date

4/1/2020

Memo

MANAGEMENT SERV...

RECEIVED

OCT 28 2020

Bill To

Isles of Bartram Park CDD
475 West Town Place
Suite 250
Jacksonville FL 32092

MANAGEMENT SERVICES

april

1

500.00

500.00

Total

\$500.00

18 (A)

1,820.538.45501

Crystal Clean Pool Service Inc
9020-1 Berry Ave
Jacksonville, FL 32211 US
+1 7168302520
brett@crystalcleanpools.net

INVOICE

RECEIVED

NOV 06 2020

BILL TO

Celestina Fountain
4518 Racetrack Rd.
St. Johns, FL 32259

INVOICE # M2462
DATE 11/06/2020
DUE DATE 12/06/2020
TERMS Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Monthly Service	Monthly Pool Cleaning	1	450.00	450.00

October

BALANCE DUE

\$450.00

21 (A) 1,520,572.464

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2020/2021 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 83281			Date Invoiced: 10/01/2020
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2020: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Isles of Bartram Park Community Development District
 Mr. Wesley Haber
 119 South Monroe Street, Suite 300
 Tallahassee, FL 32301

2. Telephone: (850) 222-7500
 3. Fax: (850) 224-8551
 4. Email: wesh@hgslaw.com
 5. Status: Independent
 6. Governing Body: Elected
 7. Website Address: www.islebartramparkcdd.com
 8. County(ies): St. Johns
 9. Function(s): Community Development
 10. Boundary Map on File: 07/24/2007
 11. Creation Document on File: 05/14/2007
 12. Date Established: 12/18/2006
 13. Creation Method: Local Ordinance
 14. Local Governing Authority: St. Johns County
 15. Creation Document(s): County Ordinance 2006-157
 16. Statutory Authority: Chapter 190, Florida Statutes
 17. Authority to Issue Bonds: Yes
 18. Revenue Source(s): Assessments
 19. Most Recent Update: 10/29/2019

RECEIVED

NOV 03 2020

7 (A)
 1,810,573.540

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: Wesley Haber Date 11/2/2020

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. ☐ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. ☐ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. ☐ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2018/2019 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

RECEIVED

NOV 04 2020

Invoice #: 80
Invoice Date: 11/1/20
Due Date: 11/1/20
Case:
P.O. Number:

Bill To:

Isles of Bartram Park CDD
475 West Town Place
Suite 114
At. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - November 2020 1,810.578.340		3,750.00	3,750.00
Information Technology - November 2020 351		133.33	133.33
Dissemination Agent Services - November 2020 312		583.33	583.33
Office Supplies 510		0.30	0.30
Postage 420		21.42	21.42
Copies 425		1.80	1.80
10			
Total			\$4,490.18
Payments/Credits			\$0.00
Balance Due			\$4,490.18



INNOVATIVE FOUNTAIN SERVICES

450-106 SR 13 N #217
SAINT JOHNS, FL 32259

Phone #(904) 551-1017
customerservice@innovativefountainservices.com

Estimate

Date	Estimate #
11/4/2020	2153

Name / Address
Celestina Master 200 Business Park Circle suite 101 St. Augustine, FL 32095

Description	Qty	Rate	Total
Innovative Fountain Services propose to furnish all materials, labor, and tools to install a new strainer basket and relief assembly on the Entry Fountain.		197.66	197.66
<div>RECEIVED</div> <div>NOV 04 2020</div> <div>23 (A)</div> <div>1,320.57 2.464</div>			
Thank you for the opportunity to serve you!	Total		\$197.66

INVOICE



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

Invoice #	539821
Account #	721658
Invoice Date	11/1/2020
Due Date	11/11/2020
Rep	MAS

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 10 DAYS	
Item	Description	Amount	
	Monthly Water Mgmt Serv-R-Non Water Mgmt Serv - Additional Areas Added Effective 01/2020	1,170.00 500.00	
		20 (A) 1,320.572.461	
		RECEIVED 11/11/2020	
		Customer Total Balance \$1,670.00	
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice	\$1,670.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	539821
Account #	721658
Date	11/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW	
____ Mastercard	____ Visa ____ American Express
Card #	_____
Card Verification #	_____
Exp. Date #	_____
Print Name	_____
Billing Address:	____ Check box if same as above
Signature	_____



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice # 375512
Date 11/1/2020
Terms Due on receipt
Due Date 11/1/2020
Memo MANAGEMENT SERV...

RECEIVED

NOV 02 2020

Bill To

Isles of Bartram Park CDD
475 West Town Place
Suite 250
Jacksonville FL 32092

180
1. 322.538.45501

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00

Total \$500.00



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 162645	11/1/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Property Name: Celestina-Isles of Bartram CDD

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: December 1, 2020

Invoice Amount: \$2,669.56

Description	Current Amount
Monthly Landscape Maintenance November 2020	\$2,669.56

RECEIVED

NOV 05 2020

Invoice Total

\$2,669.56

22 (A)
1,322,572.462

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



BNY MELLON

The Bank of New York Mellon
Trust Company, N.A.

INVOICE

000024 XBFRSDD1 000000

Governmental Management Services, LLC
Attn: Jim Oliver
475 West Town Place, Suite 114
World Golf Village
St Augustine, FL 32092

Invoice Number: 252-2334152
Account Number: ISLES2015A
Invoice Date: 05-Nov-20
Cycle Date: 05-Nov-20
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Currency: USD

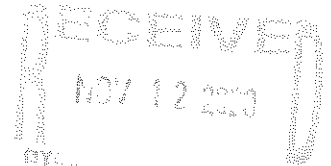
ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT BOND, SERIES 2015

	Quantity	Rate	Proration	Subtotal	Total
Flat					
Administration Fee					4,000.00
For the period: November 05, 2019 to November 04, 2020					
(A) 16 1,810,513.330					
Invoice Total:					4,000.00
Satisfied To Date:					0.00
Balance Due:					4,000.00

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance.
Our Tax ID Number is 95-3571558. Please fax Taxpayer Certification requests to (732) 667-9576.
The Bank of New York Mellon Trust Company, N.A is located at 400 South Hope Street - Suite 400,
Los Angeles, CA 90071

Check Payment Instructions:
The Bank of New York Mellon
Corporate Trust Department
P.O. Box 392013
Pittsburgh, PA 15251-9013
Please enclose billing stub.

Wire and ACH Payment Instructions:
The Bank of New York Mellon
ABA Number: 021000018
Account Number: 8901245259
Account Name: BNY Mellon - Fee Billing Wire Fees
Please reference Invoice Number: 252-2334152



Billing Stub

ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT
DISTRICT SPECIAL ASSESSMENT BOND, SERIES 2015

Invoice Number: 252-2334152
Account Number: ISLES2015A
Invoice Date: 05-Nov-20
Cycle Date: 05-Nov-20
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Amount: 4,000.00 USD

000000615419252023341520000000000004000009



Isles Of Bartram CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

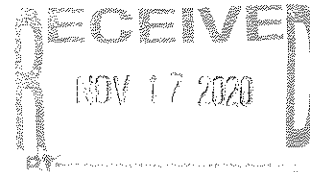
October 31, 2020
Project No: 13125.03000
Invoice No: 0195953

Project 13125.03000 Isles of Bartram CDD
Professional Services rendered through October 31, 2020
Professional Personnel

	Hours	Rate	Amount
Principal - Vice President	2.75	225.00	618.75
Totals	2.75		618.75
Total Labor			618.75

Invoice Total this Period **\$618.75**

H (A)
1,810.513.311



England-Thimys & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8900 • Fax 904-646-9486
CA-00002584 LC-0000316

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

41A
1,810,573.815

===== STATEMENT =====

October 31, 2020

Isles of Bartram Park Community Development Dist
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Bill Number 118418
Billed through 09/30/2020

RECEIVED

NOV 17 2020

General Counsel

IBPCDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

09/01/20	SSW	Monitor executive orders regarding public meeting requirements and possible extension of waiver of physical quorum requirement for public meetings; research and confer with district management regarding questions relating to same.	0.20 hrs
09/09/20	WSH	Confer with Stephens regarding agreement with county regarding exemption from public records.	0.30 hrs
09/11/20	WSH	Prepare memorandum with county regarding public records exemption.	0.20 hrs
09/23/20	WSH	Review and respond to correspondence from Rogers regarding conveyance of conservation property; confer with Maggiore and Oliver regarding same.	0.70 hrs
09/25/20	WSH	Follow up with Maggiore regarding status of SJRWMD permits as they relate to wetlands.	0.20 hrs
09/29/20	WSH	Confer with Maggiore and Rogers regarding conveyance of conservation property.	0.40 hrs
09/29/20	EGRE	Prepare HGS response to EDR's Natural Resource Survey.	0.10 hrs
09/30/20	ACW	Review Executive Order 20-246 and prepare summary of meeting requirements.	0.10 hrs
Total fees for this matter			\$493.00

MATTER SUMMARY

Willson, Alyssa C.	0.10 hrs	175 /hr	\$17.50
Gregory, Emma C.	0.10 hrs	175 /hr	\$17.50
Warren, Sarah S.	0.20 hrs	175 /hr	\$35.00
Haber, Wesley S.	1.80 hrs	235 /hr	\$423.00

TOTAL FEES \$493.00

TOTAL CHARGES FOR THIS MATTER \$493.00

BILLING SUMMARY

Willson, Alyssa C.	0.10 hrs	175 /hr	\$17.50
Gregory, Emma C.	0.10 hrs	175 /hr	\$17.50
Warren, Sarah S.	0.20 hrs	175 /hr	\$35.00
Haber, Wesley S.	1.80 hrs	235 /hr	\$423.00

TOTAL FEES	\$493.00
------------	----------

TOTAL CHARGES FOR THIS BILL	\$493.00
------------------------------------	-----------------

Please include the bill number with your payment.



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

INVOICE

Invoice #	541829
Account #	723920
Invoice Date	11/4/2020
Due Date	12/4/2020
Rep	MAS

Bill To
CELESTINA MASTER POA/FTNCLN ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com
--

Purchase Order Number	Terms
2 RIGHT ENTRY-4 LEFT SALE	NET 30 DAYS

Item	Description	Amount
	Fountain/Aeration System Parts (Per Service Order)	7,097.00
	Fountain/Aeration-Service Call/Labor 10/29/2020	900.00
Total Invoice		\$7,997.00

RECEIVED
11/12/2020

20 (A)
1,320,572,463

To ensure prompt and accurate processing of your payment, please include your remittance stub and/or your account number/invoice number on your check.

For scheduling, please contact your local office.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
CELESTINA MASTER POA/FTNCLN ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	541829
Account #	723920
Date	11/4/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at:
Frontdesk@lakedoctors.com

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW

☐ Mastercard ☐ Visa ☐ American Express
 Card # _____
 Card Verification # _____
 Exp. Date # _____
 Print Name _____
 Billing Address: _____ Check box if same as above

 Signature _____



YELLOWSTONE
LANDSCAPES

INVOICE

INVOICE #	INVOICE DATE
JAX 166240	11/11/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Property Name: Celestina-Isles of Bartram CDD

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: December 11, 2020

Invoice Amount: \$284.50

Description	Current Amount
October Irrigation Repairs	
Irrigation Repairs	\$284.50

RECEIVED

NOV 18 2020

Invoice Total

\$284.50

IN COMMERCIAL LANDSCAPING

1,320,572.462
220

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

Crystal Clean Pool Service Inc
9020-1 Berry Ave
Jacksonville, FL 32211 US
+1 7168302520
brett@crystalcleanpools.net

INVOICE

BILL TO

Celestina Fountain
4518 Racetrack Rd.
St. Johns, FL 32259

INVOICE # M2609
DATE 12/04/2020
DUE DATE 01/03/2021
TERMS Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Monthly Service	Monthly Pool Cleaning	1	450.00	450.00

November

BALANCE DUE

\$450.00

RECEIVED

DEC 02 2020

21 (A)
1,320.572 4/64

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 81

Invoice Date: 12/1/20

Due Date: 12/1/20

Case:

P.O. Number:

RECEIVED

DEC 03 2020

Bill To:Isles of Bartram Park CDD
475 West Town Place
Suite 114
At. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - December 2020 1,810,573.840		3,750.00	3,750.00
Information Technology - December 2020 851		133.33	133.33
Dissemination Agent Services - December 2020 312		583.33	583.33
Office Supplies 570		24.58	24.58
Postage 420		10.00	10.00
Copies 425		143.25	143.25
Domain Renewal 490		48.70	48.70
1 (A)			
Total			\$4,693.19
Payments/Credits			\$0.00
Balance Due			\$4,693.19

Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

General Fund

RECEIVED

DEC 07 2020

Check Request

Date	Amount	Authorized By
December 7, 2020	\$27,248.64	Bernadette Peregrino

Payable to:

Isles of Bartram Park #29 - 2015

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10200	Ⓟ
------	---------------------	---

Intended Use of Funds Requested:

\$ 725.07 11/2 Duval Cty Tax Dist 1
\$ 10,207.08 11/12 Duval Cty Tax Dist 2
\$ 16,316.49 11/24 Duval Cty Tax Dist 3
\$ 27,248.64
(Attach supporting documentation for request.)

Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

RECEIVED

DEC 07 2020

General Fund

Check Request

Date	Amount	Authorized By
December 7, 2020	\$21,530.51	Bernadette Peregrino

Payable to:

Isles of Bartram Park #30-2017

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10300	<i>(Signature)</i>
------	---------------------	--------------------

Intended Use of Funds Requested:

\$ 572.91 11/2 Duval Cty Tax Dist 1
\$ 8,065.12 11/12 Duval Cty Tax Dist 2
\$ 12,892.48 11/24 Duval Cty Tax Dist 3
\$ 21,530.51
(Attach supporting documentation for request.)

**ISLES OF BARTRAM PARK CDD
FISCAL YEAR 2021 ASSESSMENT RECEIPTS**

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY21 O&M ASMT	TOTAL ASMTS
TAX ROLL NET	616	432,169.81	341,479.08	196,433.53	970,082.43
TOTAL DISTRICT NET	616	432,169.81	341,479.08	196,433.53	970,082.43

TAX ROLL RECEIPTS

[illegible]

PERCENT COLLECTED	26%	0%	26%	26%
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THERE IS ALSO A DEVELOPER FUNDING AGREEMENT FOR \$20,136 IN O&M

INVOICE



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

Invoice #	545676
Account #	721658
Invoice Date	12/1/2020
Due Date	12/11/2020
Rep	MAS

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com
--

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 10 DAYS	
Item	Description	Amount	
	Monthly Water Mgmt Serv-R-Non Water Mgmt Serv - Additional Areas Added Effective 01/2020 <div>20 (A) 1,322.572.461</div> <div>RECEIVED DEC 03 2020 BY: _____</div> <div>Customer Total Balance \$1,670.00</div>	1,170.00 500.00	
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill naver service. Thank you!		Total Invoice	\$1,670.00

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	545676
Account #	721658
Date	12/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW	
____ Mastercard	____ Visa
____ American Express	
Card #	_____
Card Verification #	_____
Exp. Date #	_____
Print Name	_____
Billing Address:	____ Check box if same as above
Signature	_____



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

RECEIVED

DEC 01 2020

Invoice # 376631
Date 12/1/2020
Terms Due on receipt
Due Date 12/1/2020
Memo MANAGEMENT SERV...

Bill To

Isles of Bartram Park CDD
475 West Town Place
Suite 250
Jacksonville FL 32092

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00

Total \$500.00

18 ④
1,820,538.45507
Dec



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 155865	10/6/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Celestina-Isles of Bartram CDD

Invoice Due Date: November 5, 2020

Invoice Amount: \$142.50

Description	Current Amount
September 2020 Irrigation Irrigation Repairs	\$142.50

RECEIVED

DEC 07 2020

Invoice Total \$142.50

22 (A)
1,320.572, 462

IN COMPANY WITH LANDSCAPE

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

**Bill To:**

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Property Name: Celestina-Isles of Bartram CDD

INVOICE

INVOICE #	INVOICE DATE
JAX 173444	12/4/2020
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: January 3, 2021

Invoice Amount: \$157.50

Description	Current Amount
November Irrigation Repairs	
Irrigation Repairs	\$157.50

Invoice Total **\$157.50**

RECEIVED

DEC 04 2020

IN COMMERCIAL LANDSCAPE

22 @
1,320,572.462

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YELLOWSTONE
LANDSCAPE

INVOICE

JAX 171992	12/1/2020
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Celestina-Isles of Bartram CDD

Invoice Due Date: December 31, 2020

Invoice Amount: \$2,669.56

Monthly Landscape Maintenance December 2020

\$2,669.56

RECEIVED

DEC 02 2020

Invoice Total

\$2,669.56

22 (A)
1,320.57 2,462

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 155864	10/6/2020
TERMS	PO NUMBER
Net 30	

Bill To:

Celestina-Isles of Bartram CDD
c/o GMS-NF, LLC
475 West Town Pl, Suite 114
Saint Augustine, FL 32092

Property Name: Celestina-Isles of Bartram CDD

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: November 5, 2020

Invoice Amount: \$5,724.00

Description	Current Amount
Fall 2020 Enhancement Plant Installation	\$5,724.00

RECEIVED

DEC 07 2020

Invoice Total **\$5,724.00**

22 (A)
1,820.572, 462

IN COMMERCIAL LANDSCAPE

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

4 (A)
1.810.815.513

===== STATEMENT =====

November 30, 2020

Isles of Bartram Park Community Development Dist
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

RECEIVED

Bill Number 118996
Billed through 10/31/2020

DEC 15 2020

General Counsel

IBPCDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

10/08/20	SSW	Conduct on-going research and monitoring of waiver of physical quorum requirement for public meetings and best practices for conducting board meetings upon potential expiration of such waiver.	0.20 hrs
10/20/20	KFJ	Prepare landowner election notice and documents; correspond with district manager.	0.30 hrs
10/21/20	WSH	Review and revise notice for landowner election; confer with Stephens regarding same.	0.30 hrs
10/21/20	KFJ	Confer with Haber; amend landowner election notice and vacancy resolution; correspond with district manager.	1.10 hrs
10/22/20	WSH	Prepare resolution regarding seat vacancies and correspondence to Stephens regarding same.	0.40 hrs
Total fees for this matter			\$367.50

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	1.40 hrs	120 /hr	\$168.00
Warren, Sarah S.	0.20 hrs	175 /hr	\$35.00
Haber, Wesley S.	0.70 hrs	235 /hr	\$164.50

TOTAL FEES \$367.50

TOTAL CHARGES FOR THIS MATTER

\$367.50

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	1.40 hrs	120 /hr	\$168.00
Warren, Sarah S.	0.20 hrs	175 /hr	\$35.00
Haber, Wesley S.	0.70 hrs	235 /hr	\$164.50

TOTAL FEES \$367.50

=====

TOTAL CHARGES FOR THIS BILL

\$367.50

Please include the bill number with your payment.



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

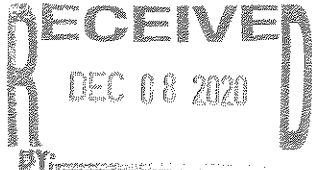
INVOICE

Invoice #	547610
Account #	721658
Invoice Date	12/3/2020
Due Date	1/2/2021
Rep	MAS

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Invoice Questions: Lakes@lakedoctors.com Payment Questions: Payments@lakedoctors.com
--

Purchase Order Number	Terms
	NET 30 DAYS

Item	Description	Amount
	Triploid Grass Carp Stocking (600) For Scheduling Questions- please contact our Jacksonville office at 904-262-5500. <i>1,320.572.461 20 (A)</i> 	4,800.00
Total Invoice		\$4,800.00

To ensure prompt and accurate processing of your payment, please include your remittance stub and/or your account number/invoice number on your check.

For scheduling, please contact your local office.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
CELESTINA MASTER POA ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST. AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	547610
Account #	721658
Date	12/3/2020

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For address and contact updates, please email us at:
Frontdesk@lakedoctors.com

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



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___ Mastercard	___ Visa	___ American Express
Card #	_____	
Card Verification #	_____	
Exp. Date #	_____	
Print Name	_____	
Billing Address:	_____ Check box if same as above	
Signature	_____	