

**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, **May 19, 2021** at 10:00 a.m. the offices of GMS at 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
Scott Forshey-Friedman	Supervisor

Also present were:

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

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 10:05 a.m. Five 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**

**Approval of Minutes of the February 17, 2021 Meeting**

Mr. Oliver presented the minutes of the February 17, 2021 meeting and there were no additions, corrections, or deletions.

On MOTION by Ms. Rogers seconded by Mr. Mayo, with all in favor, the Minutes of the February 17, 2021 Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Acceptance of Audit Committee Recommendation**

Mr. Oliver noted that the Audit Committee met earlier in the day and approved selection criteria and directed staff to issue an RFP. He asked the Board to accept the Audit Committee recommendations.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Acceptance of the Audit Committee Recommendation, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-05, Approving FY 2022 Proposed Budget & Setting a Public Hearing Date for Adoption**

Mr. Oliver stated that they are starting the budget process. The Florida Statutes require that the Board approves a proposed budget by June 15<sup>th</sup> of each year and then have a public hearing no sooner than 60 days after that. They propose to have a public hearing in conjunction with the August 18<sup>th</sup> Board meeting.

Mr. Oliver noted that since establishment of the District the developer has been subsidizing the District. He reviewed the developer contributions for the prior years. Mr. Oliver noted that in this year's budget the developer contributions are \$20,000. Next year there will be no developer subsidizing. The full rate of running the District would fall on all 616 units in the District, that is why there is an increase in the assessments. Mr. Oliver noted that if the proposed budget is approved it can still be changed, but in cannot be increased.

Mr. Oliver stated that once the numbers are final based on the unit count a mailed notice will go out to all the landowners announcing a public hearing. Mr. Oliver asked for any questions or changes and hearing none, asked for a motion to adopt the budget.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Resolution 2021-05 Approving FY 2022 Proposed Budget and Setting a Public Hearing Date for Adoption on August 18<sup>th</sup>, 2021, was approved.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber had nothing further to report for the Board.

**B. Engineer**

Mr. Maggiore had nothing further for the Board.

**C. Manager – Report on Number of Registered Voters**

Mr. Oliver noted that there are 828 registered voters living in the District.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Requests**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

There being no public present, the next item followed.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of April 30, 2021 and Statement of Revenues & Expenditures**

Mr. Oliver stated that included in the agenda package is a copy of the financial reports through March 31, 2021 instead of April 30. There was nothing unusual in the financials.

**B. Assessment Receipt Schedule**

Mr. Oliver noted that the assessment receipt schedule shows they are 99% collected.

**C. Approval of Check Register**

Mr. Oliver stated that included in the agenda package is a check register. The Board had no questions.

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

**NINTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – August 18, 2021 at 10:00 a.m. at the offices of GMS, 475 West**

May 19, 2021

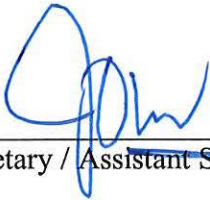
Isles of Bartram Park CDD

**Town Place, Suite 114, St. Augustine, FL  
32092**

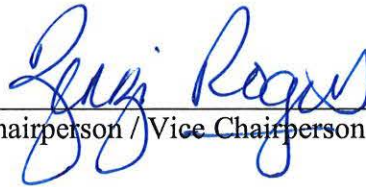
Mr. Oliver stated the next scheduled meeting is August 18, 2021 at 10:00 a.m. at the Renaissance hotel.

**TWENTIETH ORDER OF BUSINESS      Adjournment**

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



Secretary / Assistant Secretary



Chairperson / Vice Chairperson