

ISLES OF BARTRAM PARK
Community Development District

November 17, 2021

AGENDA

Isles of Bartram Park

Community Development District

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

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

November 3, 2021

Board of Supervisors
Isles of Bartram Park Community Development District
Staff Call In#: 1-800-264-8432: Code: 9694032

Dear Board Members:

The Isles of Bartram Park Community Development District Board of Supervisors is scheduled for **Wednesday, November 17, 2021, at 1:00 p.m.** at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.

Following is the advance agenda for this meeting:

- I. Roll Call
- II. Audience Comment
- III. Minutes
 - A. Approval of Minutes of the August 18, 2021 Meeting
 - B. Acceptance of the August 18, 2021 Audit Committee Meeting Minutes
- IV. Ratification of Executed Engagement Letter for FY 2021 Audit Services
- V. Consideration of Lake Doctors, Inc Pond Maintenance Services Renewal
- VI. Other Business
- VII. Staff Reports
 - A. Attorney
 - 1. Discussion of Transfer of Client Matters to Kutak Rock LLP
 - 2. Memo Regarding Publication of Legal Notices
 - 3. Memo Regarding Stormwater Needs Analysis
 - 4. Memo Regarding Prompt Payment Requirements
 - 5. Memo Regarding Public Records Exemptions

- B. Engineer
- C. Manager
- VIII. Supervisors' Requests
- IX. Audience Comments
- X. Financial Reports
 - A. Balance Sheet as of September 30, 2021 and Statement of Revenues & Expenditures
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
 - D. Consideration of Funding Request No. 37
- XI. Next Scheduled Meeting – February 16, 2021 @ 10:00 a.m. at The Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.
- XII. Adjournment

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call.

Sincerely,

James Oliver

James Oliver
District Manager

MINUTES

A.

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

The regular meeting of the Board of Supervisors of the Isles of Bartram Park Community Development District was held on Tuesday, **August 18, 2021** at 10:10 a.m. at the World Golf Village Renaissance Hotel, 500 S. Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Chris Mayo	Vice Chairman
Joe Panchula	Supervisor
Scott Forshey-Friedman	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 10:10 a.m. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comment

Mr. Oliver asked for audience comments and one comment was stated about budget items and concerns about the bidding process and oversight, and the 11% increase. Mr. Oliver noted these would be discussed in the public hearing.

THIRD ORDER OF BUSINESS

Minutes

A. Approval of Minutes of the May 19, 2021 Meeting

Mr. Oliver presented the minutes of the May 19, 2021 meeting and there were no additions, corrections, or deletions.

B. Acceptance of the May 19, 2021 Audit Committee Meeting Minutes

Mr. Oliver presented the minutes of the May 19, 2021 Audit Committee meeting and there were no additions, corrections, or deletions.

On MOTION by Ms. Rogers seconded by Mr. Forshey-Friedman, with all in favor, the Minutes of the May 19 Board Meeting and the May 19, 2021 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

Acceptance of Audit Committee Recommendations

Mr. Oliver noted that the Audit Committee met earlier, and Grau & Associates was ranked #1, and Berger Toombs #2. He asked the Board to accept the Audit Committee recommendations. He added they will seek and engagement letter from the top ranked firm.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, the Acceptance of the Audit Committee Recommendation of Grau & Associates as the #1 Ranked Firm, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Consideration of Resolution 2021-06, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021

Mr. Oliver provided an overview of the budget. He noted an increase in total assessments from \$196,000 to \$237,000 with an increase of \$40,000. This is due to a budgeted increase in maintenance expenditures of \$20,452 and no developer deficit funding for Fiscal Year 2022. He explained the elimination of developer contributions is due to the District being fully platted and transitioning to resident control. The developer will pay assessments on remaining lots it owns, but no longer cover budget deficits as the District becomes self-sustaining and funded solely by collected O&M assessments levied on all platted lots. These two factors are the cause for the assessment increase of 11%. Mr. Oliver asked for Board comments. Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, To Open The Public Hearing, was approved.

Mr. Oliver asked for audience questions on the budget. Mr. Oliver answered the question regarding the bidding process. He noted a bidding process was required for a certain threshold. An audience member had questions about CDD/HOA responsibilities. Mr. Oliver and Mr. Haber outlined the CDD financial responsibilities. Mr. Oliver reviewed the competitive bidding process used by the CDD. Mr. Oliver asked for a motion to close the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Forshey- Friedman, with all in favor, To Close the Public Hearing, was approved.

Mr. Haber outlined the formal budget approval for Resolution 2021-06 and the ability to move funds but the cap would remain.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, Resolution 2021-06 Relating to Annual Appropriations and Adopting the Budget for the Fiscal Year 2021, was approved.

B. Consideration of Resolution 2021-07, Imposing Special Assessments and Certifying an Assessment Roll

Mr. Oliver reviewed the process for budget approval and Resolution 2021-07. Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, To Open The Public Hearing, was approved.

Mr. Oliver asked for audience questions on the budget. Hearing none, Mr. Oliver asked for a motion to close the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Forshey- Friedman, with all in favor, To Close the Public Hearing, was approved.

Mr. Haber reviewed the process with assessments going up and Resolution 2021-07 and why there was an increase in assessments due to increase in line items and the removal of Developer funding.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, Resolution 2021-07, Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-08, Election of Officers to add Marilee Giles as Assistant Secretary

Mr. Oliver noted this resolution was to add Marilee Giles as an Assistant Secretary as she is a new District Manager with GMS. This will allow her to execute documents on behalf of the District.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Resolution 2021-08, Election of Officers to Add Marilee Giles as Assistant Secretary, was approved.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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

B. Engineer – 2021 Engineer’s Report

Mr. Maggiore was not in attendance. Mr. Oliver noted the Engineer’s Report included in the packet relating to the Bond Series 2015 and 2017. A review of this is required by Florida statute. Mr. Oliver stated there was no action required by the Board.

C. Manager – Consideration of Proposed FY22 Meeting Schedule

Mr. Oliver noted this would be the same meeting schedule with the meetings at 10:00 a.m. in the GMS offices. These will be held quarterly on the 3rd Wednesday on November 17, 2021, February 16, 2022, May 18, 2022 and August 17, 2022.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, the FY22 Meeting Schedule, was approved.

NINTH ORDER OF BUSINESS

Supervisors' Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Audience Comments

There being no public present, the next item followed.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of July 31, 2021 and Statement of Revenues & Expenditures

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

B. Assessment Receipt Schedule

Mr. Oliver noted that the assessment receipt schedule shows they are 100% 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. Forshey-Friedman, with all in favor, the Check Register was approved.

TWELTH ORDER OF BUSINESS

Next Scheduled Meeting – TBD

Mr. Oliver stated the next scheduled meeting is November 17, 2021 at 10:00 a.m. at the Offices of GMS.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

B.

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

The Audit Committee meeting of the Isles of Bartram Park Community Development District was held on Wednesday, **August 18, 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
Chris Mayo
Joe Panchula
Scott Forshey-Friedman
Jim Oliver
Wes Haber

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 10:00 a.m. Four Audit Committee members were present.

SECOND ORDER OF BUSINESS

Review and Ranking of Audit Proposals

Mr. Oliver noted at the last Audit Committee meeting the Board approved evaluation criteria to rank proposals and to direct the staff to issue a request for proposals to Audit firms. He noted two responses were received from Grau and Associates and Berger Toombs. Mr. Oliver reviewed the rankings and ranked Grau & Associates #1 with 99.9 points and Berger Toombs #2 with 97 points. He asked for the Board acceptance of the rankings.

On MOTION by Ms. Rogers seconded by Mr. Mayo, with all in favor, the Audit Rankings with Grau and Associates #1 with 99.9 points, was approved.

THIRD ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Adjournment

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



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

August 30, 2021

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

We are pleased to confirm our understanding of the services we are to provide Isles of Bartram Park Community Development District, St. Johns County, Florida ("the District") for the fiscal year ended September 30, 2021, with the option of four (4) additional one-year renewals. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Isles of Bartram Park Community Development District as of and for the fiscal year ended September 30, 2021, with the option of four (4) additional one-year renewals. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's 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. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding 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 will 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.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in

accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. Further, management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. As part of the audit, we will assist with preparation of your financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of the proposed entries and the impact they have on the financial statements.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. 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 will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants.

However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates 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 Auditor 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 Grau & Associate'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 Grau & Associates, Grau & Associates 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.

IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT C/O GOVERNMENTAL MANAGEMENT SERVICES – CENTRAL FLORIDA, LLC, 219 EAST LIVINGSTON STREET ORLANDO, FLORIDA 32801, OR RECORDREQUEST@GMSFCL.COM, PH: (407) 841-5524.

This agreement provides for a contract period of one (1) year with the option of four (4) additional, one-year renewals upon the written consent of both parties. Our fee for these services will not exceed \$3,800 for the September 30, 2021 unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued. The fees for the fiscal years 2022, 2023, 2024, and 2025 will not exceed \$3,900, \$4,000, \$4,100, and \$4,200, respectively, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

The District may terminate this agreement, with or without cause, upon thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or

services rendered up until the date of the notice of termination subject to any offsets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Isles of Bartram Park Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Isles of Bartram Park Community Development District.

By:  _____

Title:  _____

Date:  _____



FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



**Peer Review
Program**

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

February 20, 2020

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,
FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202

FIFTH ORDER OF BUSINESS



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/R

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)

Celestina Isles of Bartram Park CDD

MANAGEMENT COMPANY

GMS

INVOICING ADDRESS

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: 1/1/2022 (renewal)

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, 2022 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, 2021**.
- 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

MARK A. SEYMOUR, SALES MANAGER

Signed _____

Dated _____

Name _____



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

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

MANAGEMENT COMPANY GMS

INVOICING ADDRESS 475 West Town Place, Suite 114

CITY St. Augustine STATE FL ZIP 32092 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: 11/1/2022 (Renewal)
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) lakes associated with Celestina Master Property Owners Association, St. Johns, Florida.**

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, 2022 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, 2021**.
- 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 _____ Dated _____

Name _____

SEVENTH ORDER OF BUSINESS

A.

1.

Hopping Green & Sams

Attorneys and Counselors

October 21, 2021

VIA EMAIL

Jim Oliver, District Manager

joliver@gmsnf.com

Zenzi Rogers, Chairperson

Zenzi.Rogers@Lennar.com

RE: Isles of Bartram Park Community Development District ("Client")

JOINT LETTER BY HOPPING GREEN & SAMs, P.A. AND KUTAK ROCK LLP, ANNOUNCING THE DEPARTURE OF JONATHAN JOHNSON, KATIE BUCHANAN, MIKE ECKERT, TUCKER MACKIE, WES HABER, LINDSAY WHELAN, JOE BROWN, SARAH SANDY, ALYSSA WILLSON AND MICHELLE RIGONI TO KUTAK ROCK LLP

Dear Jim/Zenzi,

As of November 15, 2021, Jonathan Johnson, Katie Buchanan, Mike Eckert, Tucker Mackie, Wes Haber, Lindsay Whelan, Joe Brown, Sarah Sandy, Alyssa Willson and Michelle Rigoni (the "Special District Practice Group") will be withdrawing as attorneys from Hopping Green & Sams, P.A. ("HGS") and will be joining Kutak Rock LLP ("Kutak"). The members of the Special District Practice Group have provided services in connection with HGS's representation of the Client on the above referenced matter(s) (the "Client Matters").

In the coming months, HGS will no longer be providing legal services. Kutak is prepared to continue as the Client's legal counsel with respect to the Client Matters; however, it is the Client's choice as to who should serve as its legal counsel, and whether the Client Matters and all electronic files and active and closed hardcopy files (collectively, the "Files") should be transferred to Kutak.

Please select one of the following alternatives; however, please be advised that as of November 15, 2021, HGS will no longer be competent to provide legal services to the Client; accordingly, representation by HGS will cease on November 15, 2021, whether or not the Client makes an election below:

1. ALTERNATIVE #1. The Client asks that the Client Matters be transferred with the Special District Practice Group to their new firm, Kutak. Please transfer all Files relating to the Client Matters. HGS's legal representation of the Client will cease on the date of HGS's receipt of their written notice. After that date, the Special District Practice Group and their new firm, Kutak, will be responsible for legal representation of the Client in the Client Matters. To the extent that HGS is holding any trust funds or other property of the Client, HGS is further instructed to transfer such funds and/or property to Kutak.

**(Please sign if you want Alternative #1; [DATE]
otherwise, do not sign on this line.)**

2. ALTERNATIVE #2. If you do not want Alternative #1, please advise us what HGS should do regarding the Client Matters and all Files relating to the Client Matters by December 1, 2021. HGS's legal representation of the Client will cease on November 15, 2021. If HGS does not receive a response by December 1, 2021, that will confirm HGS's understanding that all Files are not needed or desired and HGS will shred them.

(Please sign here if you have [DATE]
given instructions under Alternative
#2; otherwise do not sign on this line.)

After you have completed and signed this form, please send a copy via electronic mail to JasonM@hgslaw.com MarkS@hgslaw.com wesh@hgslaw.com and KimH@hgslaw.com.

Thank you for your consideration and assistance.

HOPPING GREEN & SAMS, P.A.



By: Jonathan Johnson

Its: President

Date: October 21, 2021

2.

MEMORANDUM

To: District Manager

From: Hopping Green & Sams, P.A.

RE: Publication of Legal Notices

During the 2021 legislative session certain statutory changes were enacted affecting publication of legal notices. *See* Ch. 2021-17, Laws of Fla. Relevant to community development districts, this includes enactment of:

- (i) criteria that expand the newspapers that may qualify to publish legal notices; and
- (ii) provisions that allow for internet-only publication of certain legal notices.

As regards (i), District Managers should evaluate whether there are less expensive newspapers that qualify for publication of legal notices. As regards (ii), the Legislature's provision of internet-only publication of legal notices appears unlikely to provide any benefit to community development districts. In addition, revisions to district Rules of Procedure are included to address both (i) and (ii). However, updated Rules of Procedure only need to be adopted if a district desires to use a newspaper that only qualifies for publication of legal notices under the new statutory language, and not under the current Rules of Procedure. These matters are summarized in more detail below. The subject statutory changes are effective January 1, 2022.

1. Expanded Criteria for Newspapers to Qualify for Publication of Legal Notices

Effective January 1, 2022, section 50.011, Florida Statutes, includes revised and expanded criteria for newspapers to be eligible as a newspaper of "general circulation" to publish legal notices and advertisements. § 50.011(1)(a)-(e), Fla. Stat. District Managers should review these criteria to determine if less expensive newspapers qualify for the publication of district legal notices.

2. Internet-Only Publication of Legal Notices

Effective January 1, 2022, section 50.0211, Florida Statutes, authorizes certain notices to published solely on the internet. § 50.0211, Fla. Stat. For community development districts this includes special district meeting notices pursuant to section 189.015, Florida Statutes (i.e., annual and regular meeting notices), and establishment and termination notices pursuant to section 190.005 and 190.046, Florida Statutes. § 50.0211(1)(b)8., 9., Fla. Stat. Newspapers may charge for internet only publication, but no more than authorized if the notice had been published in a print edition (the expectation is that internet-only publication will offer savings versus print publication). § 50.0211(5)(c), Fla. Stat.

This internet-only option, however, comes with significant strings attached. Most significantly, entities opting for internet-only publication must publish a notice at least once per week in the print edition of a newspaper of general circulation that states that legal notices do not all appear in the print edition of the local newspaper and that additional legal notices may be accessed on the

newspaper's website or on the statewide legal notice website. § 50.0211(5)(d), Fla. Stat. Thus, it appears the burden of weekly publication of notices advising the public that internet-only publication is being utilized more than outweighs any logistical and cost benefits that might be realized from the limited scope of notices districts may publish solely on the internet. In addition, to utilize internet-only publication, a district's board of supervisors must make a determination that such internet-only publication is in the public interest and that the residents within the district have sufficient access to the internet such that internet-only publication would not unreasonably restrict public access. § 50.0211(5)(a), Fla. Stat.

3. Updated Rules of Procedure

If a district believes it would benefit from the expanded criteria for what may qualify as a newspaper of "general circulation" authorized to publish legal notices or the availability of internet-only publication, district Rules of Procedure should be updated to incorporate statutory changes as follows:

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days, but no more than thirty (30) days public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. A newspaper is deemed to be a newspaper of "general circulation" within the District and county in which the District is located if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1), Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published. Meeting notices pursuant to section 189.015, Florida Statutes, may be noticed by internet-only publication upon election by the District's Board and compliance with the requirements of section 50.0211, Florida Statutes. ~~"General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week.~~ Each Notice shall state, as applicable:

* * *

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 50.011, 50.031, 189.015, 189.069(2)(a) ~~46~~15, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

3.

MEMORANDUM

To: District Manager

From: Hopping Green & Sams P.A.

RE: Wastewater and Stormwater Needs Analysis

During the 2021 legislative session sections 403.9301 and 403.9302, Florida Statutes, were enacted requiring local governments to perform a 20-year needs analysis of certain wastewater and stormwater services or systems. Subject special districts are required to complete this analysis by June 30, 2022, and every five years thereafter. This memorandum answers basic questions regarding these new statutory provisions and requests that District Managers seek authorization for staff to solicit proposals to complete the required study as appropriate. We expect the services necessary to complete the required analysis to be exempt from competitive solicitation requirements as a planning or study activity below the statutory threshold of \$35,000. §§ 287.055, 287.017, Fla. Stat. Thus, as deemed appropriate and in the best interests of the subject district, districts may elect to utilize the services of existing engineering or other professionals currently under contract or may seek additional proposals for completion of the required needs analysis.

Which special districts are required to complete a needs analysis under section 403.9301 and 403.9302, Florida Statutes?

Special districts providing “wastewater services” or a “stormwater management program or stormwater management system” must complete a needs analysis.¹

What constitutes “wastewater services”?

Wastewater services means providing service to pipelines or conduits, pumping stations, and force mains and associated facilities used for collecting or conducting wastes to an ultimate point for treatment or disposal or to a plant or other works used for the purpose of treating, stabilizing, or holding wastewater principally from dwellings, business buildings, institutions, and sanitary wastewater or sewage treatment plants.

¹ Counties, municipalities, and special districts located in a “rural area of opportunity” may be exempt from the requirements of sections 403.9301 and 403.9302, Florida Statutes, if compliance would create an undue economic hardship. This includes:

- *Northwest Rural Area of Opportunity:* Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, and Washington counties, and the area within the city limits of Freeport and Walton County north of the Choctawhatchee Bay and intercoastal waterway.
- *South Central Rural Area of Opportunity:* DeSoto, Glades, Hardee, Hendry, Highlands, and Okeechobee counties, and the cities of Pahokee, Belle Glade, and South Bay (Palm Beach County), and Immokalee (Collier County).
- *North Central Rural Area of Opportunity:* Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union counties.

What constitutes “stormwater management program or stormwater management system”?

“Stormwater management program” means an institutional strategy for stormwater management, including urban, agricultural, and other stormwater. “Stormwater Management System” means a system which is designed and constructed or implemented to control discharges which are necessitated by rainfall events, incorporating methods to collect, convey, store, absorb, inhibit, treat, use, or reuse water to prevent or reduce flooding, overdrainage, environmental degradation and water pollution or otherwise affect the quantity and quality of discharges from the system.

What must the needs analysis for these services or systems include?

- A detailed description of associated facilities;
- The number of current and projected residents served calculated in 5-year increments;
- The current and projected service area;
- The current and projected cost of providing services calculated in 5-year increments;
- The estimated remaining useful life of each facility or its major components;
- The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components;
- The district’s plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the district expects to close any projected funding gap.
- The Office of Economic and Demographic Research has [templates and other resources and guidance](#) under development on its website to assist in completion of this required analysis.

When must the needs analysis required be complete?

The 20-year needs analysis must be completed by June 30, 2022.

What happens to the needs analysis once it is complete?

The complete needs analysis and associated methodology and supporting data must be submitted to the county within which the largest portion of the subject district facilities are located. Each county must then compile all analyses submitted to it (from special districts, municipalities, and the county itself) into a single document that must be filed with the Department of Environmental Protection and Office of Economic and Demographic Research by July 31, 2022 and every five years thereafter. The Office of Economic and Demographic research is required to evaluate the compiled documents for purposes of developing a statewide analysis that will include an analysis of the expenditures necessary to repair, replace, and expand water-related infrastructure.

4.

Hopping Green & Sams

Attorneys and Counselors

MEMORANDUM

To: District Manager

From: Hopping Green & Sams P.A.

RE: Prompt Payment Policies

As you may know, during the 2021 legislative session Part VII of Chapter 218, Florida Statutes (the “Local Government Prompt Payment Act”) was amended. This includes an increase from 1 percent to 2 percent as the floor interest rate on late payments for construction services and the addition of certain contractor rights in the event a local government entity fails to timely commence dispute resolution procedures in the event of an improper payment request or invoice. *See* §§ 218.735(9); 218.76(2)(b), Fla. Stat. As provided in Florida Chapter Laws 2021-124, these changes apply to contracts executed on or after July 1, 2021.

Accordingly, we advise that districts adopt new or updated Prompt Payment Policies and Procedures as attached hereto to reflect these changes. For districts that have previously adopted Prompt Payment Policies and Procedures prepared by Hopping, Green & Sams, this consists of the following changes as reflected in track-change format:

VII. Resolution of Disputes

* * *

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.
2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. With regard to contracts executed on or after July 1, 2021, if the District does not commence the dispute resolution procedure within the time provided herein, a Provider may give written notice via certified mail to the Agent, copying the District Manager, of the District’s failure to timely commence its dispute resolution procedure. If the District fails to commence the dispute resolution procedure within

four (4) business days after receipt of such notice, any amounts resolved in the Provider's favor shall bear mandatory interest, as set forth in section 218.735(9), Florida Statutes, from the date on which the payment request or invoice containing the disputed amounts was Date Stamped. If the dispute resolution procedure is not commenced within four (4) business days after receipt of the notice, the objection to the payment request or invoice shall be deemed waived. The waiver of an objection pursuant to this paragraph does not relieve a Provider of its contractual obligations.

- ~~34.~~ Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.
- ~~45.~~ The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
- ~~56.~~ A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.
- ~~67.~~ If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

X. Late Payment Interest Charges

* * *

B. Related to Construction Services

Prompt Payment Policies

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month for contracts executed on or before June 30, 2021, and at the rate of two percent (2%) per month for contracts executed on or after July 1, 2021, or the rate specified by agreement, whichever is greater. §218.735(9), Fla. Stat. The Provider must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§218.74(4), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

RESOLUTION 2021-_____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE _____
COMMUNITY DEVELOPMENT DISTRICT ADOPTING PROMPT PAYMENT POLICIES
AND PROCEDURES PURSUANT TO CHAPTER 218, *FLORIDA STATUTES*;
PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the _____ Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within _____, Florida; and

WHEREAS, Chapter 218, *Florida Statutes*, requires timely payment to vendors and contractors providing certain goods and/or services to the District; and

WHEREAS, the Board of Supervisors of the District ("Board") accordingly finds that it is in the best interest of the District to establish by resolution Prompt Payment Policies and Procedures as may be amended or updated from time to time for immediate use and application.

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

SECTION 1. The Prompt Payment Policies and Procedures attached hereto as **Exhibit A** are hereby adopted pursuant to this Resolution as necessary for the conduct of District business. The Prompt Payment Policies and Procedures shall remain in full force and effect until such time as the Board may amend or replace them; provided, however, that as the provisions of Chapter 218, *Florida Statutes*, are amended from time to time, the attached Prompt Payment Policies and Procedures shall automatically be amended to incorporate the new requirements of law without any further action by the Board. The Prompt Payment Policies and Procedures hereby adopted supplant and replace any previously adopted Prompt Payment Policies and Procedures.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this ____ day of _____, 2021.

ATTEST:

COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Prompt Payment Policies and Procedures

EXHIBIT A



COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures

**In Accordance with the Local Government Prompt Payment Act
Chapter 218, Part VII, *Florida Statutes***

_____, 2021

Community Development District
Prompt Payment Policies and Procedures

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I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, *Florida Statutes*) ("PPA"), the purpose of the [REDACTED] Community Development District ("District") Prompt Payment Policies and Procedures ("Policies & Procedures") is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property that require a license under parts I and II of Chapter 489, Fla. Stat.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method,

which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the Agent receives an invoice or payment request, but fails to timely or physically mark on the document the date received, "Date Stamped" shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures not expressly waived by the District and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted not expressly waived by the District.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures not expressly waived by the District and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted not expressly waived by the District.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is [REDACTED]. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone [REDACTED], email [REDACTED]).

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date

4. Invoice number
5. The “Bill To” party must be the District or the Board, or other entity approved in writing by the Board of the District Manager
6. Project name (if applicable)
7. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of goods* should also contain:
 - a. A complete item description
 - b. Quantity purchased
 - c. Unit price(s)
 - d. Total price (for each item)
 - e. Total amount of invoice (all items)
 - f. The location and date(s) of delivery of the goods to the District
8. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of services* should also contain:
 - a. Itemized description of services performed
 - b. The location and date of delivery of the services to the District
 - c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
 - d. Itemization of other direct, reimbursable costs (including description and amount)
 - e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
 - i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
 - ii. Paid receipt
 - iii. Waiver/lien release from subcontractor (if applicable)
9. Any applicable discounts
10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV, A-D above, unless otherwise specified in the terms of the applicable agreement or purchase order between the District and the Provider.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District’s Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

1. Mailing and Drop Off Address

	Community Development District

2. Email Address

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VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

1. Receipt of Proper Invoice

Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.

2. Receipt of Improper Invoice

If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required, the time when payment is due from the District is forty-five (45) days from the latest date of the following:

- a. On which delivery of personal property is fully accepted by the District;
- b. On which services are completed and accepted by the District;
- c. On which the contracted rental period begins (if applicable); or
- d. On which the District and the Vendor agree in a written agreement that provides payment due dates.

3. Rejection of an Improper Invoice

The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

- a. Be provided in writing;
- b. Specify any and all known deficiencies; and
- c. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay the corrected invoice within the later of: (a) ten (10) business days after date

the corrected invoice is Date Stamped; or (b) forty-five (45) days after the date the Improper Invoice was Date Stamped.

If the Vendor submits an invoice in response to the District's written rejection which fails to correct the deficiencies specified or continues to be an Improper Invoice, the District must reject that invoice as stated herein.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

- a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Provider may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Provider shall identify the Agent to which the Provider shall submit its payment request, or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Provider's submission of a payment request to the Agent shall be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

- b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

- a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.
- b. The District's rejection of the Improper Payment Request must:
 - i. Be provided in writing;
 - ii. Specify any and all known deficiencies; and
 - iii. State actions necessary to correct the Improper Invoice.
- c. If a Provider submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in §218.735, Fla. Stat., for Construction Services, and §218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Provider

If a dispute between the District and a Provider cannot be resolved following resubmission of a payment request by the Provider, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.

2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. With regard to contracts executed on or after July 1, 2021, if the District does not commence the dispute resolution procedure within the time provided herein, a Provider may give written notice via certified mail to the Agent, copying the District Manager, of the District's failure to timely commence its dispute resolution procedure. If the District fails to commence the dispute resolution procedure within 4 business days after receipt of such notice, any amounts resolved in the Provider's favor shall bear mandatory interest, as set forth in section 218.735(9), Florida Statutes, from the date on which the payment request or invoice containing the disputed amounts was Date Stamped. If the dispute resolution procedure is not commenced within 4 business days after receipt of the notice, the objection to the payment request or invoice shall be deemed waived. The waiver of an objection pursuant to this paragraph does not relieve a Provider of its contractual obligations.
4. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.
5. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
6. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.

7. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider shall clearly state such contingency. (§218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including, but not limited to, §218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from thirty (30) days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§218.735(9), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month for contracts executed on or before June 30, 2021, and at the rate of two percent (2%) per month for contracts executed on or after July 1, 2021, or the rate specified by agreement, whichever is greater. §218.735(9), Fla. Stat. The Provider must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§218.74 (4), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds \$250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§218.78, Fla. Stat.).

5.

Hopping Green & Sams

Attorneys and Counselors

MEMORANDUM

To: District Manager

From: Hopping Green & Sams P.A.

RE: Public Records Exemptions Advisory Notice

As you may know, during the 2021 legislative session section 119.071, Florida Statutes, was revised to include additional requirements regarding the public records exemption for home addresses, telephone numbers, dates of birth, photographs, and other information associated with certain officers, employees, justices, judges, or other persons identified in section 119.071(4)(d)2. In particular, section 119.071(4)(d)3. now provides that the custodian of such information must maintain its exempt status where the subject officer, employee, justice, judge or person, or employing agency of the designated employee submits a written *and notarized* request for maintenance of the exemption to the custodial agency. Further, the *request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status*. The italicized requirements for notarization and a statement under oath as to the statutory basis for the exemption request are new requirements that became effective July 1, 2021.

Please ensure district records custodians and other appropriate personnel have been appropriately advised of these changes for purposes of evaluating exemptions for future public records requests.

TENTH ORDER OF BUSINESS

A.

Isles of Bartram Park
Community Development District
Unaudited Financial Statements
as of
September 30, 2021

Isles of Bartram Park
Community Development District
Combined Balance Sheet
September 30, 2021

Governmental Fund Types

	<i>General</i>	<i>Debt Service</i>	<i>(Memorandum Only)</i> 2021
<u>Assets:</u>			
Cash	\$45,873	---	\$45,873
Investments:			
Series 2015:			
Reserve	---	\$218,901	\$218,901
Interest	---	\$0	\$0
Revenue	---	\$349,413	\$349,413
Sinking Fund	---	\$113	\$113
Prepayment	---	\$17,796	\$17,796
General Redemption	---	\$1,280	\$1,280
Due from General Fund	---	\$7,871	\$7,871
Series 2017:			
Reserve	---	\$170,923	\$170,923
Interest	---	\$0	\$0
Revenue	---	\$235,812	\$235,812
Sinking	---	\$0	\$0
General Redemption	---	\$51	\$51
Prepayment	---	\$10	\$10
Due from General Fund	---	\$6,220	\$6,220
Prepaid Expenses	\$8,957	---	\$8,957
Assessment Receivable	\$9,162	---	\$9,162
Total Assets	\$63,991	\$1,008,390	\$1,072,382
<u>Liabilities:</u>			
Accounts Payable	\$1,580	---	\$1,580
Accrued Expenses	\$1,335	---	\$1,335
Due to Debt Service 2015	\$7,871	---	\$7,871
Due to Debt Service 2017	\$6,220	---	\$6,220
Fund Balances:			
Restricted for Debt Service	---	\$1,008,390	\$1,008,390
Nonspendable	\$8,957	---	\$8,957
Unassigned	\$38,028	---	\$38,028
Total Liabilities & Fund Equity	\$63,991	\$1,008,390	\$1,072,382

Isles of Bartram Park
Community Development District
GENERAL FUND

Statement of Revenues & Expenditures
For the Period ending September 30, 2021

	<i>Adopted Budget</i>	<i>Prorated Thru 09/30/21</i>	<i>Actual Thru 09/30/21</i>	<i>Variance</i>
<u>REVENUES:</u>				
<i>Developer Contributions</i>	\$20,136	\$20,136	\$0	(\$20,136)
<i>Assessment - Tax Roll</i>	\$196,435	\$196,435	\$198,673	\$2,238
<i>TOTAL REVENUES</i>	\$216,571	\$216,571	\$198,673	(\$17,898)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
<i>Supervisors</i>	\$4,000	\$4,000	\$3,600	\$400
<i>FICA Expense</i>	\$306	\$306	\$275	\$31
<i>Engineering</i>	\$6,000	\$6,000	\$1,658	\$4,343
<i>Dissemination</i>	\$7,000	\$7,000	\$7,000	\$0
<i>Arbitrage</i>	\$1,200	\$1,200	\$600	\$600
<i>Assessment Roll</i>	\$5,000	\$5,000	\$5,000	\$0
<i>Attorney Fees</i>	\$10,000	\$10,000	\$4,950	\$5,050
<i>Annual Audit</i>	\$4,100	\$4,100	\$4,100	\$0
<i>Trustee Fees</i>	\$8,000	\$8,000	\$11,333	(\$3,333)
<i>Management Fees</i>	\$45,000	\$45,000	\$45,000	\$0
<i>Information Technology</i>	\$1,600	\$1,600	\$1,600	\$0
<i>Telephone</i>	\$150	\$150	\$65	\$85
<i>Postage</i>	\$300	\$300	\$295	\$5
<i>Insurance</i>	\$8,500	\$8,500	\$8,459	\$41
<i>Printing and Binding</i>	\$1,300	\$1,300	\$814	\$486
<i>Legal Advertising</i>	\$2,000	\$2,000	\$342	\$1,658
<i>Other Current Charges</i>	\$500	\$500	\$511	(\$11)
<i>Office Supplies</i>	\$200	\$200	\$92	\$108
<i>Dues, Licenses & Subscriptions</i>	\$175	\$175	\$175	\$0
<i>TOTAL ADMINISTRATIVE</i>	\$105,331	\$105,331	\$95,870	\$9,461
<u>FIELD:</u>				
<i>Landscape Maintenance</i>	\$52,600	\$52,600	\$55,373	(\$2,773)
<i>Lake Maintenance</i>	\$24,840	\$24,840	\$25,640	(\$800)
<i>Waterfall/Entry Pond Maintenance</i>	\$5,400	\$5,400	\$11,649	(\$6,249)
<i>Lake Fountains Maintenance</i>	\$1,400	\$1,400	\$11,277	(\$9,877)
<i>Facility Management</i>	\$6,000	\$6,000	\$6,000	\$0
<i>Utilities</i>	\$20,000	\$20,000	\$7,374	\$12,626
<i>General Maintenance</i>	\$1,000	\$1,000	\$0	\$1,000
<i>TOTAL FIELD</i>	\$111,240	\$111,240	\$117,313	(\$6,073)
<i>TOTAL EXPENDITURES</i>	\$216,571	\$216,571	\$213,183	\$3,388
<i>EXCESS REVENUES (EXPENDITURES)</i>	\$0		(\$14,510)	
<i>FUND BALANCE - Beginning</i>	\$0		\$61,496	
<i>FUND BALANCE - Ending</i>	\$0		\$46,985	

Isles of Bartram Park
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2021

	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	\$90,607	\$3,486	\$706	\$739	\$0	\$1,723	\$0	\$0	\$1,855	\$198,673
Total Revenues	\$0	\$12,385	\$87,172	\$90,607	\$3,486	\$706	\$739	\$0	\$1,723	\$0	\$0	\$1,855	\$198,673
<u>Expenditures:</u>													
<u>Administrative</u>													
Supervisors	\$0	\$600	\$0	\$0	\$1,200	\$0	\$0	\$1,000	\$0	\$0	\$800	\$0	\$3,600
FICA Expense	\$0	\$46	\$0	\$0	\$92	\$0	\$0	\$77	\$0	\$0	\$61	\$0	\$275
Engineering	\$619	\$0	\$0	\$420	\$0	\$0	\$0	\$0	\$619	\$0	\$0	\$0	\$1,658
Dissemination	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$7,000
Arbitrage	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Attorney Fees	\$368	\$377	\$0	\$301	\$1,347	\$126	\$71	\$625	\$95	\$308	\$635	\$700	\$4,950
Annual Audit	\$0	\$0	\$0	\$0	\$4,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,100
Trustee Fees	\$3,333	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000	\$0	\$11,333
Management Fees	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$45,000
Information Technology	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$1,600
Telephone	\$0	\$0	\$0	\$21	\$0	\$0	\$16	\$16	\$0	\$13	\$0	\$0	\$65
Postage	\$0	\$21	\$101	\$3	\$21	\$12	\$59	\$32	\$11	\$20	\$0	\$14	\$295
Insurance	\$8,333	\$0	\$0	\$0	\$0	\$0	\$0	\$126	\$0	\$0	\$0	\$0	\$8,459
Printing and Binding	\$0	\$2	\$143	\$2	\$0	\$271	\$5	\$5	\$150	\$17	\$1	\$218	\$814
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$342	\$0	\$0	\$342
Other Current Charges	\$0	\$25	\$49	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$338	\$0	\$511
Office Supplies	\$3	\$0	\$25	\$0	\$0	\$24	\$0	\$6	\$18	\$0	\$0	\$16	\$92
Dues, Licenses & Subscriptions	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$22,122	\$9,713	\$4,784	\$5,813	\$11,226	\$5,000	\$4,617	\$6,352	\$5,359	\$5,168	\$10,301	\$5,415	\$95,870
<u>Field</u>													
Landscape Maintenance	\$10,531	\$3,112	\$2,970	\$2,670	\$4,722	\$2,670	\$4,627	\$9,096	\$4,325	\$2,940	\$4,627	\$3,085	\$55,373
Lake Maintenance	\$1,670	\$1,670	\$6,470	\$1,670	\$2,470	\$1,670	\$1,670	\$1,670	\$1,670	\$1,670	\$1,670	\$1,670	\$25,640
Waterfall/Entry Pond Maintenance	\$450	\$1,643	\$450	\$258	\$1,006	\$0	\$913	\$907	\$0	\$668	\$4,666	\$687	\$11,649
Lake Fountains Maintenance	\$8,347	\$0	\$0	\$0	\$715	\$0	\$850	\$0	\$705	\$310	\$350	\$0	\$11,277.00
Management	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000
Utilities	\$439	\$147	\$188	\$165	\$247	\$825	\$826	\$826	\$969	\$972	\$989	\$780	\$7,374.36
General Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Field	\$21,937	\$7,072	\$10,578	\$5,263	\$9,661	\$5,665	\$9,386	\$12,998	\$8,169	\$7,060	\$12,802	\$6,722	\$117,313
Total Expenses	\$44,059	\$16,785	\$15,362	\$11,076	\$20,887	\$10,664	\$14,004	\$19,351	\$13,528	\$12,227	\$23,103	\$12,137	\$213,183
Excess Revenues (Expenditures)	(\$44,059)	(\$4,400)	\$71,810	\$79,531	(\$17,400)	(\$9,958)	(\$13,265)	(\$19,351)	(\$11,806)	(\$12,227)	(\$23,103)	(\$10,282)	(\$14,510)

Isles of Bartram Park
Community Development District
DEBT SERVICE FUND SERIES 2015
Statement of Revenues & Expenditures
For the Period ending September 30, 2021

<i>Adopted</i>	<i>Prorated</i>	<i>Actual</i>	
<i>Budget</i>	<i>Thru 09/30/21</i>	<i>Thru 09/30/21</i>	<i>Variance</i>

REVENUES:

<i>Assessment - Tax Roll</i>	\$433,476	\$433,476	\$437,096	\$3,620
<i>Prepayments</i>	\$0	\$0	\$32,273	\$32,273
<i>Interest Income</i>	\$2,000	\$2,000	\$48	(\$1,952)

TOTAL REVENUES

\$435,476	\$435,476	\$469,417	\$33,941
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EXPENDITURES:

Series 2015

<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	\$151,100	\$151,222	(\$122)
<i>Principal Expense - 05/01 Prepayment</i>	\$0	\$0	\$15,000	(\$15,000)

TOTAL EXPENDITURES

\$414,606	\$414,606	\$429,850	(\$15,244)
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OTHER SOURCES/(USES)

<i>Transfer In and (Out)</i>	\$0	\$0	\$900	\$900
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TOTAL OTHER SOURCES AND USES

\$0	\$0	\$900	\$900
-----	-----	-------	-------

EXCESS REVENUES (EXPENDITURES)

\$20,870	\$40,467
----------	----------

FUND BALANCE - Beginning

\$334,698	\$554,907
-----------	-----------

FUND BALANCE - Ending

\$355,568	\$595,374
-----------	-----------

Isles of Bartram Park
Community Development District
DEBT SERVICE FUND SERIES 2017
Statement of Revenues & Expenditures
For the Period ending September 30, 2021

<i>Adopted Budget</i>	<i>Prorated Thru 09/30/21</i>	<i>Actual Thru 09/30/21</i>	<i>Variance</i>
---------------------------	-----------------------------------	---------------------------------	-----------------

REVENUES:

<i>Assessment - Tax Roll</i>	\$344,195	\$344,195	\$345,372	\$1,177
<i>Interest Income</i>	\$2,000	\$2,000	\$35	(\$1,965)

TOTAL REVENUES

\$346,195	\$346,195	\$345,407	(\$788)
-----------	-----------	-----------	---------

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>Interest Expense - 05/01</i>	\$118,813	\$118,813	\$118,813	\$0

TOTAL EXPENDITURES

\$339,375	\$339,375	\$339,375	\$0
-----------	-----------	-----------	-----

OTHER SOURCES/(USES)

<i>Transfer In/(Out)</i>	\$0	\$0	\$51	\$51
--------------------------	-----	-----	------	------

TOTAL OTHER SOURCES AND USES

\$0	\$0	\$51	\$51
-----	-----	------	------

EXCESS REVENUES (EXPENDITURES)

\$6,820	\$6,083
---------	---------

FUND BALANCE - Beginning

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

FUND BALANCE - Ending

\$250,852	\$413,016
-----------	-----------

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:	\$218,893.13
Reserve Balance:	\$218,900.51
 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)
Less: May 1, 2021 (Prepayment)	(\$15,000)
 Current Bonds Outstanding	 \$6,030,000

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:	\$170,922.85
 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
7	2/22/2021	7,670.14	6,060.57	3,486.30	17,217.01
8	3/11/2021	1,553.70	1,227.66	706.20	3,487.56
INTEREST	4/8/2021	3.56	2.81	1.61	7.98
9	4/13/2021	1,621.27	1,281.04	736.91	3,639.22
DELQ & TAX CERTIFICATES	6/15/2021	3,789.81	2,994.52	1,722.58	8,506.91
EXCESS FEES	10/28/2021	4,081.57	3,225.06	1,855.19	9,161.82
		-	-	-	
		-	-	-	
TOTAL TAX ROLL RECEIPTS		437,096.45	345,371.87	198,672.82	981,141.14

PERCENT COLLECTED	101%	0%	101%	101%
-------------------	------	----	------	------

THERE IS ALSO A DEVELOPER FUNDING AGREEMENT FOR \$20,136 IN O&M

C.

Isles of Bartram Park
Community Development District

Check Run Summary

7/01/21 - 9/30/21

Fund	Date	Check No.	Amount
<i>Payroll</i>	8/18/21	50041-50044	\$738.80
<i>Sub-Total</i>			\$738.80
<i>General Fund</i>			
<i>Accounts Payable</i>	7/1/21-7/31/21	711-725	\$16,262.35
	8/1/21- 8/31/21	726-740	\$22,601.48
	9/1/21-9/30/21	741-753	\$21,489.97
<i>Sub-Total</i>			\$60,353.80
<i>Total</i>			\$ 61,092.60

** Fedex Invoices available upon request*

BR040M-A CHECKS WRITTEN LISTING AS OF 8/31/2021 RUN 11/08/2021 PAGE 1
 CMPY-001 ISLES OF BARTRAM - GENERAL BANK-P ISLES OF BARTRAM

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050041	R	PR	08/18/2021	184.70	3	CHRIS MAYO
050042	R	PR	08/18/2021	184.70	2	JOSEPH PANCHULA
050043	R	PR	08/18/2021	184.70	6	SCOTT FORSHEY-FRIEDMAN
050044	R	PR	08/18/2021	184.70	1	ZENZI M ROGERS
BANK TOTAL				738.80		
COMPANY TOTAL				738.80		

IBTR ISLES OF BRTRM BPEREGRINO

Attendance Confirmation

for
Board of Supervisors

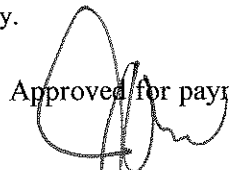
District Name: Isles Bartram Park CDD

Board Meeting Date: Wednesday, August 18, 2021

	<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 type="checkbox"/>	\$ -
4	Ginny Feiner <i>Scott Forshey-Friedman</i> →	<input checked="" 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

8/18/2021
Date

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

AP300R
*** CHECK NOS. 000711-000753

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
ISLES OF BARTRAM - GENERAL
BANK A ISLES OF BARTRAM

RUN 11/08/21

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
7/02/21	00025	1/15/21 01152021	202101 320-57200-46500	REIMBURS IRRIG JEA1/15/21	*	165.41	
				CELESTINA MASTER HOA			165.41 000711
7/02/21	00025	12/16/20 12162020	202012 320-57200-46500	REIBURS IRRIG JEA12/16/20	*	188.15	
				CELESTINA MASTER HOA			188.15 000712
7/02/21	00025	5/25/21 05252021	202105 320-57200-46500	REIMBURS IRRIG JEA5/14/21	*	825.80	
				CELESTINA MASTER HOA			825.80 000713
7/02/21	00025	6/23/21 06232021	202106 320-57200-46500	REIMBURS IRRIG JEA6/15/21	*	969.24	
				CELESTINA MASTER HOA			969.24 000714
7/02/21	00021	7/01/21 M4445	202107 320-57200-46400	JULY POOL CLEANING	*	450.00	
				CRYSTAL CLEAN POOL SERVICE, INC			450.00 000715
7/02/21	00023	6/29/21 2021608	202105 320-57200-46400	MAY WATERFALL FTN MAINT	*	220.45	
				INNOVATIVE FOUNTAIN SERVICES, INC			220.45 000716
7/02/21	00018	7/01/21 386281	202107 320-53800-45501	JULY MANAGEMENT SERVICES	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 000717
7/02/21	00022	6/25/21 JAX23496	202106 320-57200-46200	MAGNOLIA ENTR RPLC HEDGE	*	855.50	
				YELLOWSTONE LANDSCAPE			855.50 000718
7/02/21	00022	6/25/21 JAX23496	202006 320-57200-46200	JUNE IRRIGATION REPAIRS	*	180.25	
				YELLOWSTONE LANDSCAPE			180.25 000719
7/13/21	00001	7/01/21 88	202107 310-51300-34000	JULY MANAGEMENT FEES	*	3,750.00	
		7/01/21 88	202107 310-51300-35100	JULY INFORMATION TECH	*	133.33	
		7/01/21 88	202107 310-51300-31200	JULY DISSEM AGENT SRVS	*	583.33	
		7/01/21 88	202107 310-51300-51000	OFFICE SUPPLIES	*	.30	
		7/01/21 88	202107 310-51300-42000	POSTAGE	*	20.44	

IBTR ISLES OF BRTRM BPEREGRINO

AP300R
*** CHECK NOS. 000711-000753

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
ISLES OF BARTRAM - GENERAL
BANK A ISLES OF BARTRAM

RUN 11/08/21

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		7/01/21 88	202107 310-51300-42500		*	17.10	
		COPIES					
		7/01/21 88	202107 310-51300-41000		*	12.93	
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES			4,517.43 000720
7/13/21 00004		5/31/21 123534	202104 310-51300-31500		*	71.00	
		APR GENERAL COUNSEL					
				HOPPING GREEN AND SAMS			71.00 000721
7/13/21 00022		5/01/21 JAX22165	202105 320-57200-46200		*	2,669.56	
		MAY LANDSCAPE MAINTENANCE					
				YELLOWSTONE LANDSCAPE			2,669.56 000722
7/23/21 00020		7/01/21 589477	202107 320-57200-46100		*	1,670.00	
		JULY LAKE MAINTENANCE					
				LAKE DOCTORS, INC.			1,670.00 000723
7/23/21 00020		7/14/21 592144	202107 320-57200-46300		*	310.00	
		FOUNTAIN SERVICE CALL					
				LAKE DOCTORS, INC.			310.00 000724
7/23/21 00022		7/15/21 JAX24221	202107 320-57200-46200		*	2,669.56	
		JULY LANDSCAPE MAINT					
				YELLOWSTONE LANDSCAPE			2,669.56 000725
8/06/21 00011		7/13/21 198820	202106 310-51300-31100		*	618.75	
		JUNE PROFESSIONAL SRV					
				ENGLAND THIMS & MILLER INC			618.75 000726
8/06/21 00001		8/01/21 89	202108 310-51300-34000		*	3,750.00	
		AUG MANAGEMENT FEES					
		8/01/21 89	202108 310-51300-35100		*	133.33	
		AUG INFORMATION TECH					
		8/01/21 89	202108 310-51300-31200		*	583.33	
		AUG DISSEM AGENT SERVICES					
		8/01/21 89	202108 310-51300-42500		*	1.20	
		COPIES					
				GOVERNMENTAL MANAGEMENT SERVICES			4,467.86 000727
8/06/21 00023		7/26/21 2021715	202107 320-57200-46400		*	218.37	
		JULY WTRFL FTM MAINT					
				INNOVATIVE FOUNTAIN SERVICES, INC			218.37 000728
8/12/21 00031		8/11/21 5318	202108 310-51300-49000		*	312.50	
		MEETING ROOM RENTAL 8/18					
				RENAISSANCE RESORT AT THE WORLD			312.50 000729
				IBTR ISLES OF BRTRM BPEREGRINO			

AP300R
*** CHECK NOS. 000711-000753

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
ISLES OF BARTRAM - GENERAL
BANK A ISLES OF BARTRAM

RUN 11/08/21

PAGE 3

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/17/21	00025	8/10/21 08102021	202107 320-57200-46500	REIMBURS IRRIG JEA7/15/21	*	971.70	
				CELESTINA MASTER HOA			971.70 000730
8/17/21	00021	7/30/21 M4598	202108 320-57200-46400	AUG POOL CLEANING	*	450.00	
				CRYSTAL CLEAN POOL SERVICE, INC			450.00 000731
8/17/21	00004	6/30/21 124394	202105 310-51300-31500	MAY GENERAL COUNSEL	*	624.50	
				HOPPING GREEN AND SAMS			624.50 000732
8/17/21	00023	8/05/21 2021756	202108 320-57200-46400	RPR WATERFALL PUMPS	*	3,528.51	
				INNOVATIVE FOUNTAIN SERVICES, INC			3,528.51 000733
8/17/21	00020	8/01/21 596048	202108 320-57200-46100	AUG LAKE MAINTENANCE	*	1,670.00	
				LAKE DOCTORS, INC.			1,670.00 000734
8/17/21	00002	7/31/21 I0336478	202107 310-51300-48000	REQ FOR PROPOSAL 7/13/21	*	94.24	
		7/31/21 I0336752	202107 310-51300-48000	NOTICE OF PUB HEARING7/28	*	247.93	
				ST. AUGUSTINE RECORD			342.17 000735
8/17/21	00018	8/01/21 387488	202108 320-53800-45501	AUG MANAGEMENT SERVICES	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 000736
8/17/21	00022	8/04/21 JAX25021	202108 320-57200-46200	SUM ANNUAL ROTATION 2021	*	1,957.50	
				YELLOWSTONE LANDSCAPE			1,957.50 000737
8/17/21	00022	8/04/21 JAX25021	202107 320-57200-46200	JULY IRRIGATION REPAIRS	*	270.05	
				YELLOWSTONE LANDSCAPE			270.05 000738
8/25/21	00016	8/02/21 252-2404	202108 310-51300-33000	FY21 TRUSTEE FEE SE2017	*	680.00	
		8/02/21 252-2404	202108 310-51300-33000	FY22 TRUSTEE FEE SE2017	*	3,320.00	
				THE BANK OF NEW YORK MELLON			4,000.00 000739
8/25/21	00022	8/15/21 JAX25369	202108 320-57200-46200	AUG LANDSCAPE MAINTENANCE	*	2,669.57	
				YELLOWSTONE LANDSCAPE			2,669.57 000740
				IBTR ISLES OF BRTRM BPEREGRINO			

IBTR ISLES OF BRTRM BPEREGRINO

AP300R
*** CHECK NOS. 000711-000753

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
ISLES OF BARTRAM - GENERAL
BANK A ISLES OF BARTRAM

RUN 11/08/21

PAGE 5

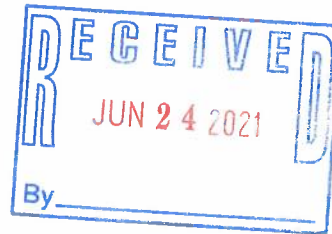
CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
9/22/21	00022	9/03/21 JAX26179	202109 320-57200-46200	AUG IRRIGATION REPAIRS	*	415.25	
				YELLOWSTONE LANDSCAPE			415.25 000750
9/30/21	00004	9/15/21 125032	202107 310-51300-31500	JUL GENERAL COUNSEL	*	308.00	
				HOPPING GREEN AND SAMS			308.00 000751
9/30/21	00023	9/28/21 2021954	202109 320-57200-46400	SEPT WTRFL FOUNTAIN MAINT	*	236.64	
				INNOVATIVE FOUNTAIN SERVICES, INC			236.64 000752
9/30/21	00020	9/01/21 602610	202109 320-57200-46100	SEPT LAKE MANAGEMENT	*	1,670.00	
				LAKE DOCTORS, INC.			1,670.00 000753
TOTAL FOR BANK A						60,353.80	
TOTAL FOR REGISTER						60,353.80	

IBTR ISLES OF BRTRM BPEREGRINO

Celestina Master HOA, Inc**INVOICE**

INVOICE DATE: 1/15/21

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



	DESCRIPTION	AMOUNT
	<u>Reimbursement for Irrigation Billing (10%)</u> (Reference <u>JEA bill</u> dated <u>1/15/21</u>) 25A 1.320.57200.46500	\$165.41
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$165.41

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: 12/16/20**

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



	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 12/16/20) 1. 320.57200. 46500 25A		\$188.15
Any questions please call Vesta WGV Office 904-747-0181			
TOTAL AMOUNT DUE			\$188.15

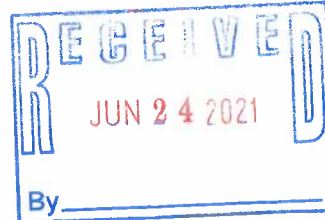
Make all checks payable to: Celestina Master Homeowners Association Please mail or deliver to
Vesta Property Services 200 Business Park Circle Suite 101 St. Augustine FL 32095.

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 5/25/21

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



	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference <u>JEA</u> bill dated 5/14/21) 25A		\$721.25
Any questions please call Vesta WGV Office 904-747-0181			
TOTAL AMOUNT DUE			\$825.80

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.

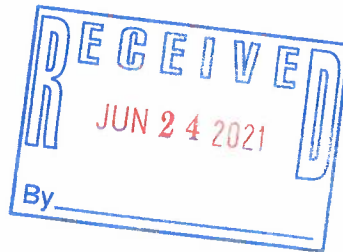
1,320.57200.46500
Muy

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 6/23/21

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



	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 6/15/21) 1.320.57200.46500 25A		\$969.24
Any questions please call Vesta WGV Office 904-747-0181			
TOTAL AMOUNT DUE			\$969.24

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.

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 # M4445

DATE 07/01/2021

DUE DATE 07/31/2021

TERMS Net 30

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

June

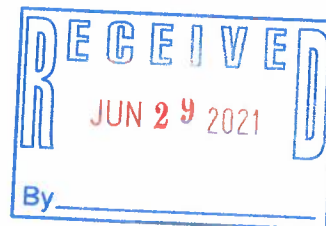
BALANCE DUE

\$450.00

1.320.57200.46400

21A

July Pool Cleaning





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

(904) 551-1017

Customerservice@innovativefountainservices.com

Invoice

Date	Invoice #
6/29/2021	2021608

Terms
Net 30

Bill To
Celestina Master 200 Business Park Circle suite 101 St. Augustine, FL 32095

Description	Qty	Amount
Monthly Stationary Maintenance Waterfall Fountain- May		192.50
Chemicals Added		27.95
1.320.57200.46400 23A		
RECEIVED JUN 29 2021 By _____		
Total		\$220.45



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 386281
Date 7/1/2021
Terms Due on receipt
Due Date 7/1/2021
Memo MANAGEMENT SERV...

Bill To

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

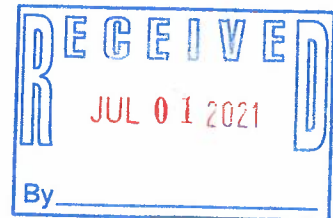
Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00

Total \$500.00

18A

1.320.53800.45501

July





INVOICE

INVOICE #	INVOICE DATE
JAX 234961	6/25/2021
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: July 25, 2021

Invoice Amount: \$855.50

Description	Current Amount
Hedge Replacements Under Magnolia Entrance Side Plant Installation	\$855.50

2JA
1.320.57200.46200

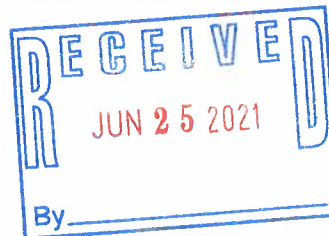
Hedge
Rplcmts

Invoice Total

\$855.50

Excellence

IN COMMERCIAL LANDSCAPING



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



INVOICE

INVOICE #	INVOICE DATE
JAX 234962	6/25/2021
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

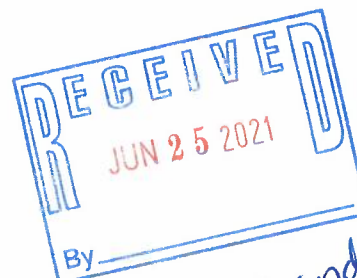
Invoice Due Date: July 25, 2021

Invoice Amount: \$180.25

Description	Current Amount
<u>June Irrigation Repairs</u>	
Irrigation Repairs	\$180.25

Invoice Total **\$180.25**

Excellence
22A
1,320.57200.46200
IN COMMERCIAL LANDSCAPING



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

Governmental Management Services, LLC

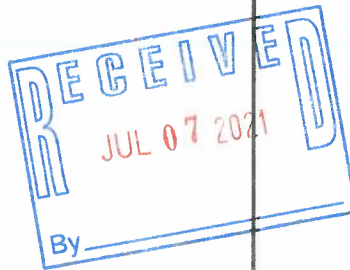
1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 88**Invoice Date:** 7/1/21**Due Date:** 7/1/21**Case:****P.O. Number:****Bill To:**

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

1A

Description	Hours/Qty	Rate	Amount
Management Fees - July 2021 1-310-51300-34000		3,750.00	3,750.00
Information Technology - July 2021 1-310-51300-35100		133.33	133.33
Dissemination Agent Services - July 2021 1-310-51300-31200		583.33	583.33
Office Supplies 1-310-51300-51000		0.30	0.30
Postage 1-310-51300-42000		20.44	20.44
Copies 1-310-51300-42500		17.10	17.10
Telephone 1-310-51300-41000		12.93	12.93

**Total** \$4,517.43**Payments/Credits** \$0.00**Balance Due** \$4,517.43

Hopping Green & Sams

Attorneys and Counselors

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

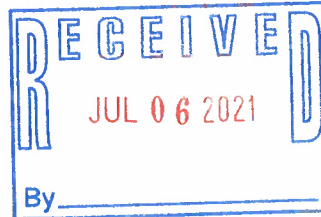
===== STATEMENT =====

May 31, 2021

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

Bill Number 123534
Billed through 04/30/2021

1. 310.51300.31500



General Counsel
IBPCDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

04/21/21	KFJ	Confer with Haber; prepare memorandum of understanding with county; correspond with district manager.	0.30 hrs
04/30/21	JLK	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation.	0.20 hrs
Total fees for this matter			\$71.00

MATTER SUMMARY

Kilinski, Jennifer L.	0.20 hrs	175 /hr	\$35.00
Jusevitch, Karen F.- Paralegal	0.30 hrs	120 /hr	\$36.00

TOTAL FEES \$71.00

TOTAL CHARGES FOR THIS MATTER \$71.00

BILLING SUMMARY

Kilinski, Jennifer L.	0.20 hrs	175 /hr	\$35.00
Jusevitch, Karen F.- Paralegal	0.30 hrs	120 /hr	\$36.00

TOTAL FEES \$71.00

TOTAL CHARGES FOR THIS BILL \$71.00

Please include the bill number with your payment.

**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 221659	5/1/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: May 31, 2021

Invoice Amount: \$2,669.56

Description	Current Amount
Monthly Landscape Maintenance May 2021	\$2,669.56

1,320 57200.46200

May landscape
Maint.

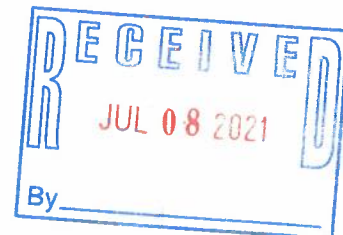
22A

Invoice Total

\$2,669.56

Excellence

IN COMMERCIAL LANDSCAPING



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




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

Invoice #	589477
Account #	721658
Invoice Date	7/1/2021
Due Date	7/31/2021
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	Invoice Date Reflects Month of Service Provided	
	NET 30 DAYS		
Item	Description	Amount	
	Monthly Water Mgmt Serv-R-Non <i>1-320-57200-46100</i> <i>20A</i> <i>duley lake</i> <i>Maintenance</i> 	1,670.00	
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 #	589477
Account #	721658
Date	7/1/2021

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 _____



The Lake Doctors, Inc.
Aquatic Management Services

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


INVOICE

Invoice #	592144
Account #	723920
Invoice Date	7/14/2021
Due Date	8/13/2021
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
	NET 30 DAYS

Item	Description	Amount
	Fountain/Aeration System Parts (Per Service Order Dated 07/13/2021)	285.00
	Fountain/Aeration-Service Call/Labor	25.00
	For Scheduling Questions- please contact our Jacksonville office at 904-262-5500	
	1.320.57200.46300 20A	
		
	Total Invoice	\$310.00

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/FTNCLN ISLES AT BARTRAM CDD 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	592144
Account #	723920
Date	7/14/2021

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 _____

**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 242215	7/15/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: August 14, 2021

Invoice Amount: \$2,669.56

Description	Current Amount
Monthly Landscape Maintenance July 2021	\$2,669.56

1.320.57200.46200

22A

Invoice Total

\$2,669.56

Excellence

IN COMMERCIAL LANDSCAPING



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



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

July 13, 2021
Project No: 13125.03000
Invoice No: 0198820

Project 13125.03000 Isles of Bartram CDD
Professional Services rendered through June 30, 2021
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

11A
1-310-51300-31160
June
RECEIVED
JUL 22 2021

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

Invoice

Invoice #: 89
Invoice Date: 8/1/21
Due Date: 8/1/21
Case:
P.O. Number:

Bill To:

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

1A

Description	Hours/Qty	Rate	Amount
Management Fees - August 2021 1.310.513.340		3,750.00	3,750.00
Information Technology - August 2021 1.310.513.357		133.33	133.33
Dissemination Agent Services - August 2021 1.310.513.312		583.33	583.33
Copies 1.310.513.42500		1.20	1.20
<div>RECEIVED AUG 05 2021 By _____</div>			

Total	\$4,467.86
Payments/Credits	\$0.00
Balance Due	\$4,467.86

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

(904) 551-1017

Customerservice@innovativefountainservices.com

Invoice

Date	Invoice #
7/26/2021	2021715

Terms
Net 30

Bill To
Celestina Master 200 Business Park Circle suite 101 St. Augustine, FL 32095

23A

1-320-57200.46400

[illegible]

Celestina Master HOA, Inc**INVOICE**

INVOICE DATE: 8/10/21

1.320.57200.46500

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

25A

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 7/15/21)	\$971.70
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$971.70



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.

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 # M4598
DATE 07/30/2021
DUE DATE 08/29/2021
TERMS Net 30

21A

1.320.572.464

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

JULY

Aug Pool
Cleaning

BALANCE DUE

\$450.00



Hopping Green & Sams

Attorneys and Counselors

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

STATEMENT

June 30, 2021

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

Bill Number 124394
Billed through 05/31/2021

General Counsel

IBPCDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

05/05/21 WSH Review agenda for May meeting. 0.20 hrs

05/06/21 WSH Review and revise minutes; review meeting notes; confer with Oliver regarding same. 0.60 hrs

05/07/21 KFJ Distribute legislative newsletter. 0.10 hrs

05/12/21 KFJ Prepare budget resolution; correspond with district manager. 0.20 hrs

05/18/21 WSH Prepare for Board meeting. 0.30 hrs

05/19/21 WSH Prepare for and participate in Board meeting; confer with Oliver regarding assessment allocation. 0.50 hrs

05/20/21 WSH Confer with Oliver and Rogers regarding additional lots and assessment allocation. 0.70 hrs

05/20/21 KFJ Research property information; confer with Haber. 0.40 hrs

Total fees for this matter \$624.50

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal 0.70 hrs 120 /hr \$84.00
Haber, Wesley S. 2.30 hrs 235 /hr \$540.50

TOTAL FEES \$624.50

TOTAL CHARGES FOR THIS MATTER \$624.50

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal 0.70 hrs 120 /hr \$84.00
Haber, Wesley S. 2.30 hrs 235 /hr \$540.50

=====	
TOTAL FEES	\$624.50

TOTAL CHARGES FOR THIS BILL	\$624.50

Please include the bill number with your payment.



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

(904) 551-1017

Customerservice@innovativefountainservices.com

Invoice

Date	Invoice #
8/5/2021	2021756

Terms
Net 30

Bill To
Kristen M Corrigan c/o Celestina Master Amenity 200 Business Park Circle suite 101 St. Augustine, FL 32095

231A

1.320.57200.46400

waterfall/entry Pond Maint

Description	Qty	Amount
Estimate 2379 Completed 8/5 Innovative Fountain Services propose to furnish all materials, labor, and tools to cut out the existing ball valve and check valves on the discharge of the pumps and replumb with new union ball valves, pump unions and check valves. Should new union valves fail in the future they will not require replumbing only unscrewing old and screwing in new ones. This price includes replumbing both of the feature pumps on the waterfall at Celestina.		3,528.51
		Total
		\$3,528.51



INVOICE



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

Invoice #	596048
Account #	721658
Invoice Date	8/1/2021
Due Date	8/31/2021
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	Invoice Date Reflects Month of Service Provided
	NET 30 DAYS	
Item	Description	Amount
	Monthly Water Mgmt Serv-R-Non <i>Aug Lake Maintenance 20A</i> <i>1.320.572.461</i> RECEIVED AUG 03 2021	1,670.00
Customer Total Balance \$3,340.00		
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 #	596048
Account #	721658
Date	8/1/2021

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 _____		



Questions on this invoice call:
(866) 470-7133 Option 2
Ghbillinginquiries@ccc.gannett.com

10 START STOP	11 NEWSPAPER REFERENCE	12/14 DESCRIPTION	13 PRODUCT	15 SAU SIZE	16 BILLED UNITS	17 TIMES RUN	18 RATE	19 AMOUNT
06/30		Balance Forward						\$-1,006.55
07/31	MC-586674-07312021	Finance Charges						\$2.46
07/13 07/13	I03364788-07132021	ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES The Isles of Bartram Park Community Development District h	SA St Augustine Record	1.00 x 5.2500	5.25	1	\$8.98	\$47.15
07/13 07/13	I03364788-07132021	ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES The Isles of Bartram Park Community Development District h	SA St Aug Record Online	1.00 x 5.2500	5.25	1	\$8.97	\$47.09
07/21 07/28	I03367529-07282021	NOTICE OF PUBLIC HEARING	SA St Augustine Record	3.00 x 10.7500	32.25	2	\$8.98	\$579.22
07/21 07/28	I03367529-07282021	NOTICE OF PUBLIC HEARING	SA St Aug Record Online	3.00 x 10.7500	32.25	2	\$8.97	\$578.56

PREVIOUS AMOUNT OWED: \$-1,006.55
NEW CHARGES THIS PERIOD: \$1,252.02
CASH THIS PERIOD: \$0.00
DEBIT ADJUSTMENTS THIS PERIOD: \$2.46
CREDIT ADJUSTMENTS THIS PERIOD: \$0.00

We appreciate your business.

THIS ACCOUNT IS SERIOUSLY DELINQUENT. THE TOTAL BALANCE IS DUE. IF NOT PAID WITHIN THIS MONTH IT WILL BE PLACED WITH AN OUTSIDE SOURCE FOR COLLECTIONS. TO PREVENT THIS ACTION CONTACT YOUR SALES REP.

1,310.51300, 48000 -

1,310.51300, 48000 -

2A

INVOICE AND STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE



21 CURRENT NET AMOUNT	22 30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23 TOTAL AMOUNT DUE
\$1,254.48	\$1.30	\$77.57	\$1.28	\$1,171.97	\$247.93

25 1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
	07/01/2021 - 07/31/2021		15657		15657		GMS/ISLES OF BARTRAM PARK CCD

MAKE CHECKS PAYABLE TO

The St. Augustine Record

The St. Augustine Record Dept 1261
PO Box 121261
Dallas, TX 75312-1261

Payment is due upon receipt.

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



The St. Augustine Record Dept 1261
PO Box 121261
Dallas, TX 75312-1261

ADVERTISING INVOICE and STATEMENT

1	BILLING PERIOD	2	ADVERTISER/CLIENT NAME
	07/01/2021 - 07/31/2021		GMS/ISLES OF BARTRAM PARK CCD

COMPANY	23 TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT	3 TERMS OF PAYMENT
SA 7	\$247.93	\$1,171.97	NET 15 DAYS

21 CURRENT NET AMOUNT	22 30 DAYS	60 DAYS	OVER 90 DAYS
\$1,254.48	\$1.30	\$77.57	\$1.28

4 PAGE #	5 BILLING DATE	6 BILLED ACCOUNT NUMBER	7 ADVERTISER/CLIENT NUMBER	24 STATEMENT NUMBER
1	07/31/2021	15657	15657	0000094320

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS



1
8-4

GMS/ISLES OF BARTRAM PARK CCD
393 PALM COAST PKWY SW UNIT 4
PALM COAST FL 32137-4774



The St. Augustine Record
Dept 1261
PO Box 121261
Dallas, TX 75312-1261

* please apply credit of \$1,006.55
leaving balance 15247.93.
thank you!

Tue, Jul 13, 2021
8:45:34AM

Legal Ad Invoice

The St. Augustine Record

Send Payments to:
The St. Augustine Record Dept 1261
PO BOX 121261
Dallas, TX 75312-1261

Acct: 15657
Phone: 9042889130

Name: GMS/ISLES OF BARTRAM PARK CCD
Address: 393 PALM COAST PKWY SW
SUITE 4

E-Mail:
Client: GMS/ISLES OF BARTRAM PARK CC
City: PALM COAST
State: FL
Zip: 32137

Ad Number: 0003364788-01

Start: 07/13/2021

Placement: SA Legals

Copy Line: ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDI

Caller: Shelby Stephens

Issues: 1

Rep: Derek ISC-Lindberg

Paytype: BILL

Stop: 07/13/2021

Lines	61
Depth	5.25
Columns	1
Price	\$94.24

ISLES OF BARTRAM PARK
COMMUNITY DEVELOPMENT
DISTRICT
REQUEST FOR PROPOSALS FOR
ANNUAL AUDIT SERVICES

The Isles of Bartram Park Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2021, with an option for two (4) additional optional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in St. Johns County, Florida, and has a general fund. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2021, be completed no later than April 15, 2022.

The auditing entity submitting a proposal must be duly licensed under Chapter 473, Florida Statutes, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide one (1) hard copy and one (1) electronic copy of their proposal to the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850, in an envelope marked on the outside "Auditing Services, Isles of Bartram Park Community Development District." Proposals must be received by 3:00 p.m. on August 4, 2021, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

James Oliver
District Manager
0003364788 July 13, 2021

THE ST. AUGUSTINE RECORD
Affidavit of Publication

GMS/ISLES OF BARTRAM PARK CCD
393 PALM COAST PKWY SW
SUITE 4
PALM COAST, FL 32137

ACCT: 15657
AD# 0003364788-01

PO#

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a **NOTICE OF MEETING** in the matter of **RFP Auditing Financial Records FY 9/30/21** was published in said newspaper on **07/13/2021**.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

ISLES OF BARTRAM PARK
COMMUNITY DEVELOPMENT
DISTRICT
REQUEST FOR PROPOSALS FOR
ANNUAL AUDIT SERVICES

The Isles of Bartram Park Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2021, with an option for two (4) additional optional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in St. Johns County, Florida, and has a general fund. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2021, be completed no later than April 15, 2022.

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James Oliver
District Manager
0003364788 July 13, 2021

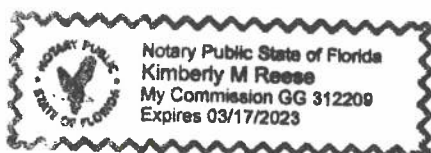
Sworn to (or affirmed) and subscribed before me by means of

☒ physical presence or
☐ online notarization

this _____ day of **JUL 13 2021**

by *Melissa Rhinehart* who is personally known to
me or who has produced as identification

Kimberly M Reese
(Signature of Notary Public)



Wed, Jul 28, 2021
8:09:21AM

Legal Ad Invoice

The St. Augustine Record

Send Payments to:
The St. Augustine Record Dept 1261
PO BOX 121261
Dallas, TX 75312-1261

Acct: 15657
Phone: 9042889130

Name: GMS/ISLES OF BARTRAM PARK CCD
Address: 393 PALM COAST PKWY SW

E-Mail:

SUITE 4

Client: GMS/ISLES OF BARTRAM PARK CC

City: PALM COAST

State: FL

Zip: 32137

Ad Number: 0003367529-01

Caller: ?Diane Ange

Paytype: BILL

Start: 07/21/2021

Issues: 2

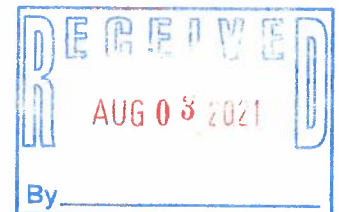
Stop: 07/28/2021

Placement: SA Legal Displays

Rep: Dylan ISC-Abeyta

Copy Line:

Lines	1
Depth	10.75
Columns	3
Price	\$1,157.78



THE ST. AUGUSTINE RECORD
Affidavit of Publication

GMS/ISLES OF BARTRAM PARK CCD
393 PALM COAST PKWY SW
SUITE 4
PALM COAST, FL 32137

ACCT: 15657
AD# 0003367529-01

PO#

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a **SA Legal Classified** in the matter of **NOTICE OF PUBLIC HEARING** was published in said newspaper on **07/21/2021, 07/28/2021**.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

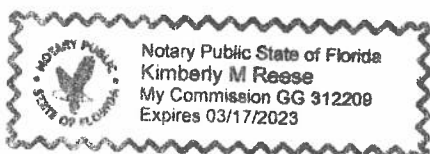
Sworn to (or affirmed) and subscribed before me by means of

☒ physical presence or
☐ online notarization

this ____ day of JUL 28 2021

by *Melissa Rhinehart* who is personally known to
me or who has produced as identification

Kimberly M Reese
(Signature of Notary Public)



Supervisors will participate by telephone. | Email 2: gmforeclosure@gmlaw.com

ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2021/2022 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING; AND NOTICE OF AUDIT COMMITTEE MEETING

Upcoming Public Hearings, and Regular Meeting

The Board of Supervisors ("Board") for the Isles of Bartram Park Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: August 18, 2021
TIME: 10:00 a.m.
LOCATION: World Golf Village Renaissance Hotel
500 S. Legacy Trail, St. Augustine, FL 32092

The first public hearing is being held pursuant to Chapter 190, *Florida Statutes*, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("Fiscal Year 2021/2022"). The second public hearing is being held pursuant to Chapters 190 and 197, *Florida Statutes*, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2021/2022; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business. There will be an Audit Committee meeting at 10:00 a.m. on the above referenced date (immediately prior to the onset of the Board of Supervisors' meeting). The Audit Committee will review, discuss and rank the proposals received to perform the audit for the fiscal year ending in September 30, 2021, as previously advertised in accordance with Florida law.

Description of Assessments

The District imposes O&M Assessments on benefitted property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

Land Use Description	Total # of Units	Current Annual O&M Assessment (October 1, 2020 – September 30, 2021)	Proposed Annual O&M Assessment (October 1, 2021 – September 30, 2022)	Change in Annual Dollar Amount
Single Family	583	\$1,296.29	\$1,402.69	\$106.40

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which St. Johns County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), *Florida Statutes*, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2021/2022.

For Fiscal Year 2021/2022, the District intends to have the County tax collector collect the assessments imposed on certain developed property, and will directly collect the assessments imposed on the remaining benefitted property by sending out a bill prior to, or during, November 2021. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

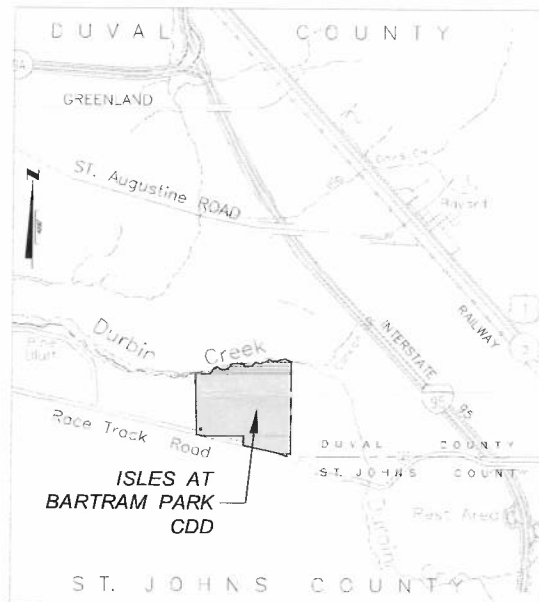
Additional Provisions

The public hearings and meetings are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meetings may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours or by visiting the District's website at <http://www.islesofbartramparkcdd.com/>. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver
District Manager



NOTE: PUBLISH 07/21/21 & 07/28/21

ED-003367529-01



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 387488
Date 8/1/2021
Terms Due on receipt
Due Date 8/1/2021
Memo MANAGEMENT SERV...

Bill To

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

18A

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES 1.320.53800.45501	1	500.00	500.00

Total \$500.00





INVOICE

INVOICE #	INVOICE DATE
JAX 250218	8/4/2021
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: September 3, 2021

Invoice Amount: \$1,957.50

Description	Current Amount
Summer Annual Rotation 2021	
Annual Installation SUB	\$1,957.50

Invoice Total **\$1,957.50**

Excellence
22A
1,320.57200.46200
Landscape Maintenance
IN COMMERCIAL LANDSCAPING

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

INVOICE #	INVOICE DATE
JAX 250219	8/4/2021
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: September 3, 2021

Invoice Amount: \$270.05

Description	Current Amount
July Irrigation Repairs	
Irrigation Repairs	\$270.05

1. 320.57200. 46200
Landscape
Maint.

Invoice Total \$270.05

Excellence

22A

IN COMMERCIAL LANDSCAPING

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

000082 XBFRSDD1 000000



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

Invoice Number: 252-2404283
Account Number: ISLES2017
Invoice Date: 02-Aug-21
Cycle Date: 01-Aug-21
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Currency: USD

Isles of Bartram Park Community Development District Special Assessment Bonds, Series 2017

	Quantity	Rate	Proration	Subtotal	Total
Flat					
Administration Fee					4,000.00
For the period: August 01, 2021 to July 31, 2022					

252-2404283 16A
FY21 - 1-310.51300 - 33000
FY22 - 1-310.15500 - 10000
Trustee Fee 8/2017

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: 252-2404283



Billing Stub

Isles of Bartram Park Community Development District Special Assessment
Bonds, Series 2017

Invoice Number: 252-2404283
Account Number: ISLES2017
Invoice Date: 02-Aug-21
Cycle Date: 01-Aug-21
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Amount: 4,000.00 USD

000000634488252D240428300000000000004000004

**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 253698	8/15/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: September 14, 2021

Invoice Amount: \$2,669.57

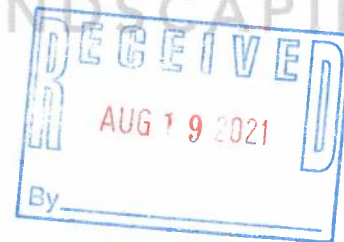
Description	Current Amount
Monthly Landscape Maintenance August 2021	\$2,669.57

1. 320.57200.46260
22A

Invoice Total \$2,669.57

Excellence

IN COMMERCIAL LANDSCAPING



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

Celestina Master HOA, Inc

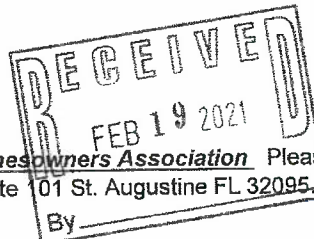
INVOICE

INVOICE DATE: 2/17/21 ↗

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

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 2/17/20) Feb irrigation Reimburse 1-320-572-465 25A	\$247.30
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$247.30

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.



Feb. Reimbursement Reissued
9/2/21 (m)

Hopping Green & Sams

Attorneys and Counselors

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

STATEMENT

August 15, 2021

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

Bill Number 124695
Billed through 06/30/2021

General Counsel
IBPCDD 00001 WSH

1.310.57300.31500
4A

FOR PROFESSIONAL SERVICES RENDERED

06/30/21	WSH	Prepare notice for auditing services.	0.30 hrs
06/30/21	KFJ	Prepare audit proposal notice; confer with Haber.	0.20 hrs
Total fees for this matter			\$94.50

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	0.20 hrs	120 /hr	\$24.00
Haber, Wesley S.	0.30 hrs	235 /hr	\$70.50

TOTAL FEES \$94.50

TOTAL CHARGES FOR THIS MATTER \$94.50

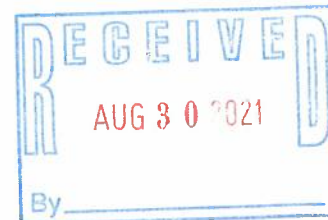
BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	0.20 hrs	120 /hr	\$24.00
Haber, Wesley S.	0.30 hrs	235 /hr	\$70.50

TOTAL FEES \$94.50

TOTAL CHARGES FOR THIS BILL \$94.50

Please include the bill number with your payment.





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

(904) 551-1017

Customerservice@innovativefountainservices.com

Invoice

Date	Invoice #
8/30/2021	2021873

Terms
Net 30

Bill To

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

1.320.57200.46400 Waterfall/ Entry Pond Maint

23A
Aug

Description	Qty	Amount
Monthly Stationary Maintenance Waterfall Fountain- August Chemicals Added		192.50 44.75
		<div>RECEIVED AUG 30 2021 By _____</div>
Total		\$237.25



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 388793
Date 9/1/2021
Terms Due on receipt
Due Date 9/1/2021
Memo MANAGEMENT SERV...

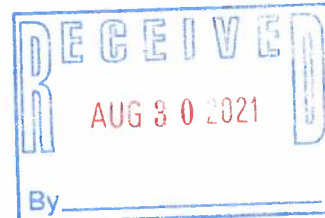
Bill To

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

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES <i>Sept</i>	1	500.00	500.00

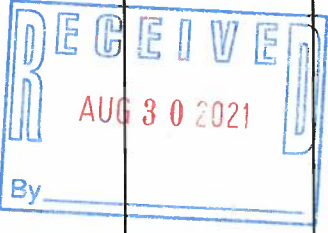
1.320.53800.45501
18A

Total \$500.00



Celestina Master HOA, Inc**INVOICE****INVOICE DATE: 8/25/21**

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

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 8/13/21) 1. 320,57200.46500 25A 	\$989.24
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$989.24

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

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 # M4745**DATE** 09/01/2021**DUE DATE** 10/01/2021**TERMS** Net 30

21A

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Monthly Service	Monthly Pool Cleaning	1	450.00	450.00
1,320.57200.46400				
August	BALANCE DUE			\$450.00





INVOICE

Customer	Isles at Bartram Park Community Development District
Acct #	522
Date	09/09/2021
Customer Service	Kristina Rudez
Page	1 of 1

Isles at Bartram Park Community Development District
c/o Governmental Management Services
475 West Town Place, STE #114
St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 8,957.00
Payment Amount	
Payment for:	Invoice#14154
100121240	

Thank You

Please detach and return with payment



Customer: Isles at Bartram Park Community Development District

Invoice	Effective	Transaction	Description	Amount
14154	10/01/2021	Renew policy	Policy #100121240 10/01/2021-10/01/2022 Florida Insurance Alliance <i>FY 2022</i> Package - Renew policy Due Date: 9/9/2021	8,957.00
<div data-bbox="852 1255 1169 1465" data-label="Image"> </div>				Total \$ 8,957.00
<div data-bbox="974 1512 1331 1638" data-label="Text"> <p><i>6A</i> <i>1.300.15500.10000</i></p> </div>				Thank You
FOR PAYMENTS SENT OVERNIGHT: Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453				

Remit Payment To: Egis Insurance Advisors, LLC
Lockbox 234021 PO Box 84021
Chicago, IL 60689-4002

(321)233-9939

sclimer@egisadvisors.com

Date

09/09/2021

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 90

Invoice Date: 9/1/21

Due Date: 9/1/21

Case:

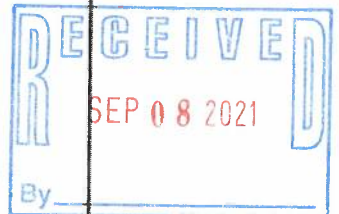
P.O. Number:

Bill To:

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

1A

Description	Hours/Qty	Rate	Amount
Management Fees - September 2021 1.310.51300.34000		3,750.00	3,750.00
Information Technology - September 2021 1.310.51300.35100		133.33	133.33
Dissemination Agent Services - September 2021 1.310.51300.31200		583.33	583.33
Office Supplies 1.310.51300.51000		15.84	15.84
Postage 1.310.51300.42000		14.48	14.48
Copies 1.310.51300.42500		218.25	218.25



Total \$4,715.23

Payments/Credits \$0.00

Balance Due \$4,715.23

**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 262121	9/1/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 1, 2021

Invoice Amount: \$2,669.56

Description	Current Amount
Monthly Landscape Maintenance September 2021	\$2,669.56

22A
1,320.57200.462 Invoice Total \$2,669.56

Excellence
IN COMMERCIAL LANDSCAPING



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

INVOICE #	INVOICE DATE
JAX 261798	9/3/2021
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: October 3, 2021

Invoice Amount: \$415.25

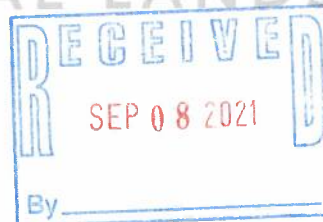
Description	Current Amount
August Irrigation Repairs	
<u>Irrigation Repairs</u>	\$415.25

22A
1,320.57200.462

Invoice Total **\$415.25**

Excellence

IN COMMERCIAL LANDSCAPING



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

===== STATEMENT =====

September 15, 2021

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

Bill Number 125032
Billed through 07/31/2021

General Counsel
IBPCDD 00001 WSH



4A
1.310.51300.31500

FOR PROFESSIONAL SERVICES RENDERED

07/07/21	WSH	Begin preparation of assessment notices.	0.30 hrs
07/07/21	KFJ	Prepare budget hearing documents; confer with Haber.	1.00 hrs
07/09/21	WSH	Review and revise notices and resolutions for budget and O&M assessments.	0.50 hrs
Total fees for this matter			\$308.00

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	1.00 hrs	120 /hr	\$120.00
Haber, Wesley S.	0.80 hrs	235 /hr	\$188.00

TOTAL FEES \$308.00

TOTAL CHARGES FOR THIS MATTER **\$308.00**

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	1.00 hrs	120 /hr	\$120.00
Haber, Wesley S.	0.80 hrs	235 /hr	\$188.00

TOTAL FEES \$308.00

TOTAL CHARGES FOR THIS BILL **\$308.00**

Please include the bill number with your payment.



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

(904) 551-1017

Customerservice@innovativefountainservices.com

Invoice

Date	Invoice #
9/28/2021	2021954

Terms
Net 30

Bill To

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

23A
1.320.57200.46400

Description	Qty	Amount
Monthly Stationary Maintenance Waterfall Fountain- September		192.50
Chemicals Added <i>Sept</i>		44.14
<div>RECEIVED SEP 28 2021 By _____</div>		
Total		\$236.64

INVOICE



The Lake Doctors, Inc.
Aquatic Management Services

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

Invoice #	602610
Account #	721658
Invoice Date	9/1/2021
Due Date	10/1/2021
Rep	MAS

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

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

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 30 DAYS	
Item	Description	Amount
	Monthly Water Mgmt Serv-R-Non <i>5-PT</i> <i>1. 320.57200: 461.00</i> <i>20A</i>	1,670.00
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 #	602610
Account #	721658
Date	9/1/2021

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	_____

D.

Isles of Bartram Park

Community Development District

Funding Request #37

November 9, 2021

GENERAL FUND

FY2021

PAYEE

1 FY21 Excess Expenditures

\$ 14,510.00

Total

Total Funding Request

\$ 14,510.00

Please make check payable to:

Isles of Bartram Park CDD

c/o GMS LLC

475 West Town Place

Suite 114

St. Augustine FL 32092

Signature: _____

Chairman/Vice Chairman

Signature: _____

Secretary/Asst. Secretary