

**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.

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.

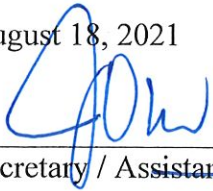
TWELTH ORDER OF BUSINESS **Next Scheduled Meeting – TBD**

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.

August 18, 2021



Secretary / Assistant Secretary

Isles of Bartram Park CDD



Chairperson / Vice Chairperson