

ISLES OF BARTRAM PARK
Community Development District

February 16, 2022

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

February 9, 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, February 16, 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. Approval of Minutes of the November 17, 2021 Meeting
- IV. Consideration of Prompt Payment Policies Resolution 2022-01
- V. Consideration of Registered Agent and Registered Office Resolution 2022-02
- VI. Consideration of Pond Maintenance Agreement with Lake Doctors, Inc.
- VII. Consideration of Fountain Maintenance Agreement with Lake Doctors, Inc.
- VIII. Consideration of Resolution 2022-03, Authorizing St. Johns Supervisor of Elections to Conduct the 2022 General Election
- IX. Consideration of Proposal for Road Striping
- X. Other Business
- XI. Staff Reports
 - A. Attorney
 - B. Engineer – Presentation of Proposal to Prepare Stormwater System Needs Analysis Report

- C. Manager
- XII. Supervisors' Requests
- XIII. Audience Comments
- XIV. Financial Reports
 - A. Balance Sheet as of December 31, 2021 and Statement of Revenues & Expenditures
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XV. Next Scheduled Meeting – May 18, 2022 @ 10:00 a.m. at The Offices of
GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.
- XVI. 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

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

The regular meeting of the Board of Supervisors of the Isles of Bartram Park Community Development District was held on Wednesday, **November 17, 2021** at 10:00 a.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, Florida.

Present and constituting a quorum were:

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

Also present were:

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

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comment

Mr. Oliver stated that there were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Minutes

A. Approval of Minutes of the August 18, 2021 Meeting

Mr. Oliver presented the minutes of the August 18, 2021 meeting and there were no additions, corrections, or deletions.

B. Acceptance of the August 18, 2021 Audit Committee Meeting Minutes

Mr. Oliver presented the minutes of the August 18, 2021 Audit Committee meeting and there were no additions, corrections, or deletions.

On MOTION by Ms. Rogers seconded by Mr. Panchula, with all in favor, Approval of the Minutes of the August 18, 2021 Board Meeting and Acceptance of the August 18, 2021 Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Ratification of Executed Engagement Letter
for FY 2021 Audit Services**

Mr. Oliver noted that the Board had selected Grau & Associates for a fee of \$3,800 that is within budget.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, the Ratification of Executed Engagement Letter for FY 2021 Audit Services, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Lake Doctors, Inc Pond
Maintenance Services Renewal**

Mr. Oliver provided an overview of the proposals for pond maintenance and maintenance of the fountains. The amounts are the same for FY21. For pond maintenance the total is \$1,670 a month and for fountain maintenance the total is \$350 per quarter. It was asked if these totals reflected the addition of the pond by the new phase that they previously were not maintaining. This proposal does not include that pond, but Mr. Oliver said he will look into the addition of that pond.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, the Lake Doctors, Inc Pond Maintenance Services Renewal, was approved.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney****1. Discussion of Transfer of Client Matters to Kutak Rock LLP**

Mr. Haber reported that he is no longer with Hopping Green & Sams and that he is now with Kutak Rock LLP and insured the Board that they will have all the same resources plus additional resources with the new firm. In large, this is just a change in name for the firm and ultimately, they will need a new agreement with the new firm, but the Board should not experience any change. If there are no questions from Board members, he would be looking for a motion to authorize the signature of the transition letter with the option of choosing to move with the practice group to the new firm. The Board also has the option to seek new legal counsel.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Consideration of Transferring Legal Matters from Hopping Green & Sams to Kutak Rock LLP, was approved.

2. Memo Regarding Publication of Legal Notices

Mr. Haber stated that this law says that units of government including CDDs can use a newspaper's website to advertise meetings but if you do that you still need to publish a notice to let the public know that notice are on the website. He does not believe that this law is beneficial to the District at this time but will continue monitor the law to see if there is a way to utilize the service for cost savings purposes.

3. Memo Regarding Stormwater Needs Analysis

Mr. Haber reported that this law requires any unit of government that provides storm water to conduct an analysis and provide a report to the state by June of next year. The action needed from the Board at this time is direction for staff to reach out to ETM for a proposal to conduct the analysis. The Board may want to consider authorizing the Chair to review and approve the proposal with respect to the amount of time they may need to prepare the report. Mr. Oliver agreed with the approach because they do not know what the number will look like, and this is an unfunded mandate by the state so taking it one step at a time is best. He also believes there may even be an extension to the June date.

On MOTION by Ms. Rogers, seconded by Mr. Forshey-Friedman, with all in favor, Authorizing Staff to Seek a Proposal from ETM and Authorizing the Chair to Review and Approve the Proposal, was approved.

4. Memo Regarding Prompt Payment Requirements

Mr. Haber stated that there have been some changes to the prompt payment law. Counsel has a form of resolution and form of amended policies for the District to consider that will be ready at a future meeting.

5. Memo Regarding Public Records Exemptions

Mr. Haber noted that certain people are exempt from public record, and this is to advise the Board and staff that the exemption is properly applied.

B. Engineer

Mr. Maggiore was not in attendance.

C. Manager

Mr. Oliver had nothing further for the Board.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Forshey-Friedman talked about the entry and exit of the community and brought up for Board discussion the open roadway with no striping down the middle. He would like to know what it would look like to stripe the road. There is also an issue with residents getting into the gate because there is no division between the visitor and residents' side of the entry. He would like to entertain reviewing what options they do have. Mr. Oliver spoke with the district engineer prior to the meeting, after hearing from Mr. Forshey-Friedman. The CDD, HOA, and St. Johns County would likely need to be involved in reviewing the matter.

NINTH ORDER OF BUSINESS

Audience Comments

There being no public present, the next item followed.

TENTH ORDER OF BUSINESS

Financial Reports

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

Mr. Oliver stated that included in the agenda package is a copy of the financial reports through September 31, 2021. The end of year financials are included and the Board did meet the budget.

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.
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D. Consideration of Funding Request No. 37

Mr. Oliver stated that \$14,510 is the difference between what was collected in revenues and what the actual expenditures were.

On MOTION by Ms. Rogers seconded by Mr. Forshey-Friedman, with all in favor, Funding Request No. 37, was approved.
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ELEVENTH ORDER OF BUSINESS

**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**

Mr. Oliver stated the next scheduled meeting is February 16, 2022 at 10:00 a.m. at the Offices of GMS.

TWELTH 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

FOURTH ORDER OF BUSINESS

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLES OF BARTRAM PARK 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 Isles of Bartram Park 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 St. Johns County, 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 ISLES OF BARTRAM PARK 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 16th day of February, 2021.

ATTEST:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Prompt Payment Policies and Procedures

EXHIBIT A

ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures

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

February 16, 2022

Isles of Bartram Park 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 Isles of Bartram Park 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 85-8013887408C-8. 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: (407) 841-5524, email: tadams@gmscfl.com).

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

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

2. Email Address

joliver@gmsnf.com

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.).

FIFTH ORDER OF BUSINESS

RESOLUTION 2022-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLES OF
BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A
REGISTERED AGENT AND REGISTERED OFFICE OF THE ISLES OF BARTRAM
PARK COMMUNITY DEVELOPMENT DISTRICT.**

WHEREAS, Isles of Bartram Park 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 St. Johns County, Florida; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice, or demand required or permitted by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

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

SECTION 1. Wesley Haber of Kutak Rock LLP is hereby designated as the Registered Agent for the Isles of Bartram Park Community Development District.

SECTION 2. The District’s Registered Office shall be at the office of Kutak Rock LLP, 107 West College Avenue, Tallahassee, Florida 32301.

SECTION 3. In accordance with Section 189.014, *Florida Statutes*, the District’s Secretary is hereby directed to file certified copies of this Resolution with St. Johns County and the Florida Department of Economic Opportunity.

SECTION 4. This Resolution shall become effective immediately upon adoption and any provisions of any previous resolutions in conflict with the provisions hereof are hereby superseded.

PASSED AND ADOPTED this 16th day of February, 2022.

ATTEST:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

SIXTH ORDER OF BUSINESS

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

This Agreement (“Agreement”) is made and entered into this 1st day of January, 2022 by and between:

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

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

RECITALS

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

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

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

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

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

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

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

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

SECTION 2. DESCRIPTION OF WORK AND SERVICES.

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 5. COMPENSATION; TERM.

A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor One Thousand Six Hundred and Seventy Dollars (\$1670) per month. The term of this Agreement shall be from January 1, 2022 through December 31, 2022 unless terminated earlier by either party in accordance with the provisions of this Agreement.

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

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

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

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

SECTION 4. INSURANCE.

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

SECTION 5. INDEMNIFICATION.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Kutak Rock LLP
P.O. Box 10230
Tallahassee, Florida 32302
Attn: District Counsel

B. If to the Contractor:

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

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

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

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

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

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

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

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

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

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

SECTION 27. E-VERIFY. The Contractor shall comply with and perform all provisions of Section 448.095, *Florida Statutes*. Accordingly, as a condition precedent to entering into this Agreement, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor has registered with and uses the E-Verify system and does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit

for the duration of the agreement and provide a copy to the District upon request. Any party may terminate this Agreement or any subcontract hereunder if there is a good faith belief on the part of the terminating party that a contracting party has knowingly violated Section 448.09(1), *Florida Statutes*. Upon such termination, Contractor shall be liable for any additional costs incurred by the District because of the termination. If the District has a good faith belief that a subcontractor has violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District.

SECTION 28. COMPLIANCE WITH SECTION 20.055, *FLORIDA STATUTES*. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

[remainder of page intentionally left blank]

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

Attest:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary
Board of Supervisors

By: _____
Its: _____
Board of Supervisors

Print Name: _____

THE LAKE DOCTORS, INC.

Witness

By: _____
Print: _____
Its: _____

Print Name of Witness

Exhibit A: Proposal

EXHIBIT A

SEVENTH ORDER OF BUSINESS

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

This Agreement (“Agreement”) is made and entered into this 1st day of January, 2022 by and between:

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

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

RECITALS

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

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

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

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

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

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

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

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

SECTION 2. DESCRIPTION OF WORK AND SERVICES.

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 5. COMPENSATION; TERM.

A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor Three Hundred Fifty Dollars (\$350.00) per quarter. The term of this Agreement shall be from January 1, 2022 through December 31, 2022 unless terminated earlier by either party in accordance with the provisions of this Agreement.

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

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

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

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

SECTION 4. INSURANCE.

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

SECTION 5. INDEMNIFICATION.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

With a copy to:

Kutak Rock LLP
P.O. Box 10230
Tallahassee, Florida 32302
Attn: District Counsel

B. If to the Contractor:

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

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

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

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

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

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

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

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

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

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

SECTION 27. E-VERIFY. The Contractor shall comply with and perform all provisions of Section 448.095, *Florida Statutes*. Accordingly, as a condition precedent to entering into this Agreement, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that the subcontractor has registered with and uses the E-Verify system and does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit

for the duration of the agreement and provide a copy to the District upon request. Any party may terminate this Agreement or any subcontract hereunder if there is a good faith belief on the part of the terminating party that a contracting party has knowingly violated Section 448.09(1), *Florida Statutes*. Upon such termination, Contractor shall be liable for any additional costs incurred by the District because of the termination. If the District has a good faith belief that a subcontractor has violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District.

SECTION 28. COMPLIANCE WITH SECTION 20.055, *FLORIDA STATUTES*. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

[remainder of page intentionally left blank]

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

Attest:

**ISLES OF BARTRAM PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary
Board of Supervisors

By: _____
Its: _____
Board of Supervisors

Print Name: _____

THE LAKE DOCTORS, INC.

Witness

By: _____
Print: _____
Its: _____

Print Name of Witness

Exhibit A: Proposal

EXHIBIT A



The Lake Doctors, Inc.
Aquatic Management Services

Corporate Offices
3543 State Road 419
Winter Springs, FL 32788
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 jolive@gsunf.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 follow:

- 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, SALES MANAGER

Signed _____ Dated _____

Name _____

EIGHTH ORDER OF BUSINESS

RESOLUTION 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE ST. JOHNS COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Isles of Bartram Park Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated St. Johns County, Florida; and

WHEREAS, the Board of Supervisors of the District ("**Board**") seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the St. Johns County Supervisor of Elections ("**Supervisor**") to conduct the District's elections by the qualified electors of the District at the general election ("**General Election**").

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

1. **GENERAL ELECTION SEATS.** Seat 2, currently held by Chris Mayo and Seat 4, currently held by Joseph Panchula, are scheduled for the General Election in November 2022. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board are entitled to receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 16th day of February, 2022.

**ISLES OF BARTRAM PARK
COMMUNITY DEVELOPMENT
DISTRICT**

Chairman, Board of Supervisors

ATTEST:

Secretary

EXHIBIT A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Isles of Bartram Park Community Development District will commence at noon on June 13, 2022, and close at noon on June 17, 2022. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at _____, Phone (____) _____. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Isles of Bartram Park Community Development District has two (2) seats up for election, specifically seats 2 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 8, 2022, and in the manner prescribed by law for general elections.

For additional information, please contact the St. Johns County Supervisor of Elections.

Publish on or before May 30, 2022.

NINTH ORDER OF BUSINESS



Pavement Maintenance, Inc.
P.O. Box 65909
Orange Park, FL 32065

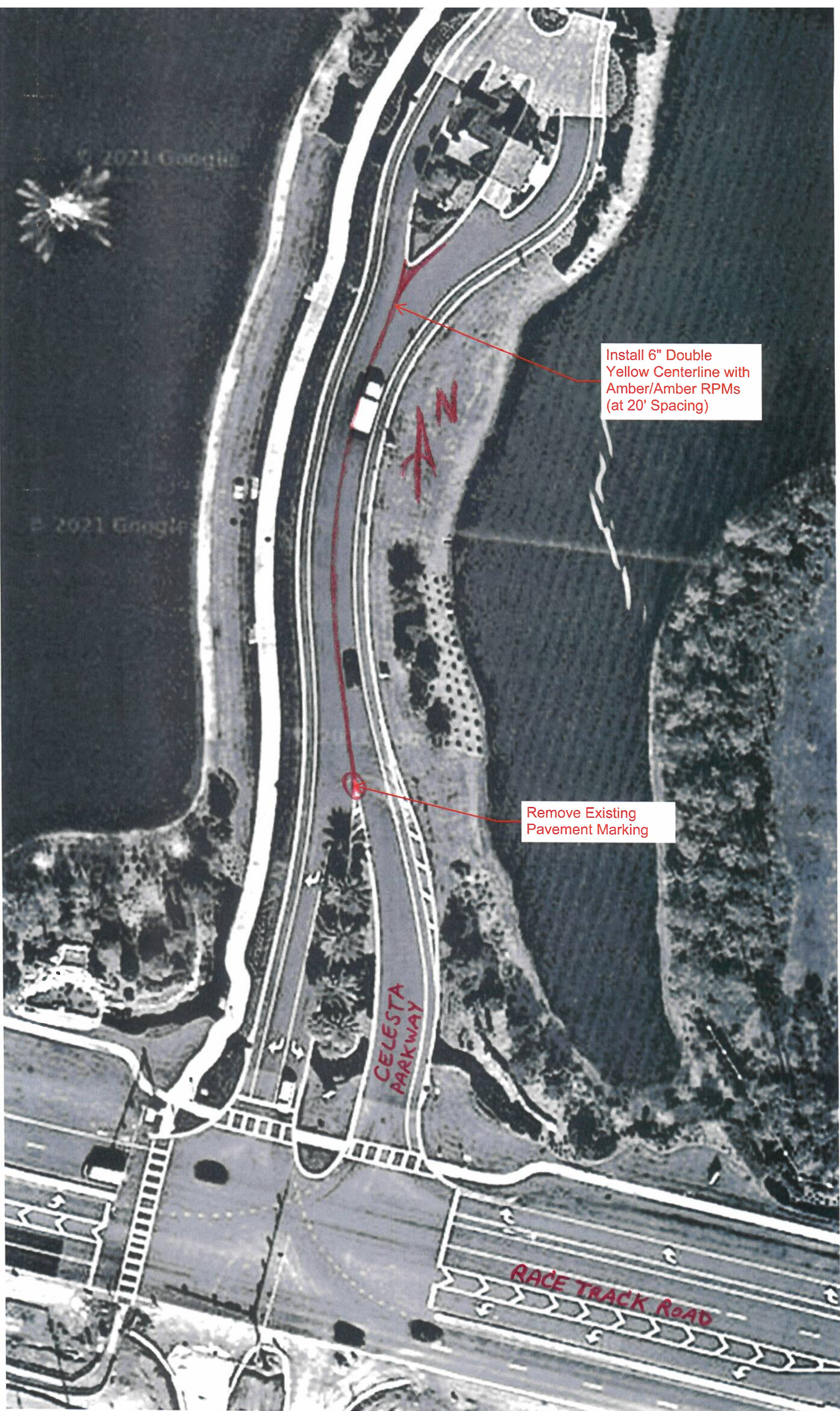
Proposal

Date	Proposal #
1/7/2022	100941

Customer	
Isles of Bartram Park Community Developme Matt Maggiore	
Attn To	Matt Maggiore

Job Name & Address			
Celesta Parkway & Race Track Road Private Road			
Estimator		DOP	

Description		Qty	U/M
Flagger for duration of work.		1	LS
Black Out Existing Gore Area		1	LS
Install 6" DOT Double Yellow Line Thermoplastic Markings with Type 1 & Type 4 Reflective Beads to a .125 Coverage Rate.		285	LF
Supply and Install Yellow/Yellow Reflective Pavement Markers with Industrial Grade Bituminous Adhesive.		20	EA
NOTES: 1. IF GRINDING IS REQUIRED ON GORE AREA IN LIEU OF BLACK OUT ADD \$1,000.00. 2.Price is based on work to be completed during 1 Mobilization, Monday-Friday during normal business hours. 3. No removal of existing markings included in this price. 4. There is no guarantee that grinding will not damage the asphalt.			
Acceptance Signature		Total	\$2,050.00
Phone #	Fax #	E-mail	Terms
904-213-1080	904-213-1134	rogerspm904@comcast.net	



Install 6" Double
Yellow Centerline with
Amber/Amber RPMs
(at 20' Spacing)

Remove Existing
Pavement Marking

CELESTA
PARKWAY

RACE TRACK ROAD

ELEVENTH ORDER OF BUSINESS

B.

February 3, 2022

Jim Oliver
District Manager
Isles of Bartram Park Community Development District
475 West Town Place, Suite 114
St. Augustine, FL 32092

Reference: ***Isles of Bartram Park Community Development District
Stormwater Management Needs Analysis***

Dear Mr. Oliver:

Pursuant to your request, England, Thims & Miller, Inc. is pleased to submit this fee proposal for professional services related to the Stormwater Management Needs Analysis required by Section 403.9302, Florida Statutes. We propose to provide these services on an hourly basis. A report detailing the analysis will be provided in a template format provided by the State Office of Economic and Demographic Research. The report will include:

- a) A detailed description of the stormwater management system and its facilities and projects.
- b) The number of current and projected residents served calculated in 5-year increments.
- c) The current and projected service area for the stormwater management system.
- d) The current and projected cost of providing services calculated in 5-year increments.
- e) The estimated remaining useful life of each facility or its major components.
- f) 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.
- g) The CDD'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 CDD expects to close any projected funding gap.

FEEHOURLY
(Budget Estimate = \$15,000.00)

Mr. Jim Oliver
Isles of Bartram Park Community Development District

February 3, 2022
Page 2

Reference: Stormwater Management Needs Analysis

Cost such as final printing, telephone, delivery service, mileage and travel shall be invoiced at direct costs + 15%.

ENGLAND-THIMS & MILLER, INC.

HOURLY FEE SCHEDULE

Principal – CEO/CSO/President	\$265.00/Hr.
Principal – Vice President	\$245.00/Hr.
Senior Engineer	\$195.00/Hr.
Engineer	\$157.00/Hr.
Project Manager	\$180.00/Hr.
Senior Engineering Designer / Senior LA Designer	\$149.00/Hr.
CADD/GIS Technician	\$121.00/Hr.

Please indicate your agreement with this proposal by signing in the space provided and return one copy to our office.

If you should have any questions or require additional information, please call. Thank you for this opportunity to be of professional service.

Sincerely,

Accepted this _____ day
of _____, 2022

ENGLAND, THIMS & MILLER, INC.



Matthew S. Maggiore, P.E.
Executive Vice President/Shareholder

By: _____

For: Isles of Bartram Park
Community Development District

FOURTEENTH ORDER OF BUSINESS

A.

Isles of Bartram Park
Community Development District
Unaudited Financial Statements
as of
December 31, 2021

Isles of Bartram Park
Community Development District
Combined Balance Sheet
December 31, 2021

Governmental Fund Types

(Memorandum Only)

	<u><i>General</i></u>	<u><i>Debt Service</i></u>	<u><i>2022</i></u>
<u>Assets:</u>			
Cash	\$174,962	---	\$174,962
Investments:			
Series 2015:			
Reserve	---	\$218,910	\$218,910
Interest	---	\$0	\$0
Revenue	---	\$196,353	\$196,353
Sinking Fund	---	\$114	\$114
Prepayment	---	\$2	\$2
General Redemption	---	\$1,280	\$1,280
Due from General Fund	---	\$47,986	\$47,986
Series 2017:			
Reserve	---	\$170,926	\$170,926
Interest	---	\$0	\$0
Revenue	---	\$108,338	\$108,338
Sinking	---	\$0	\$0
General Redemption	---	\$51	\$51
Prepayment	---	\$10	\$10
Due from General Fund	---	\$38,131	\$38,131
Total Assets	<u><u>\$174,962</u></u>	<u><u>\$782,102</u></u>	<u><u>\$957,064</u></u>
<u>Liabilities:</u>			
Accounts Payable	\$16,064	---	\$16,064
Accrued Expenses	\$500	---	\$500
Due to Debt Service 2015	\$47,986	---	\$47,986
Due to Debt Service 2017	\$38,131	---	\$38,131
Fund Balances:			\$0
Restricted for Debt Service	---	\$782,102	\$782,102
Nonspendable	\$0	---	\$0
Unassigned	\$72,280	---	\$72,280
Total Liabilities & Fund Equity	<u><u>\$174,962</u></u>	<u><u>\$782,102</u></u>	<u><u>\$957,064</u></u>

Isles of Bartram Park
Community Development District
GENERAL FUND

Statement of Revenues & Expenditures
For the Period ending December 31, 2021

	<i>Adopted Budget</i>	<i>Prorated Thru 12/31/21</i>	<i>Actual Thru 12/31/21</i>	<i>Variance</i>
<u>REVENUES:</u>				
Assessment - Tax Roll	\$237,023	\$90,073	\$90,073	\$0
TOTAL REVENUES	\$237,023	\$90,073	\$90,073	\$0
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
Supervisors	\$4,000	\$1,000	\$800	\$200
FICA Expense	\$306	\$77	\$61	\$15
Engineering	\$6,000	\$1,500	\$0	\$1,500
Dissemination	\$7,000	\$1,750	\$1,750	\$0
Arbitrage	\$1,200	\$600	\$600	\$0
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Attorney Fees	\$10,000	\$2,500	\$376	\$2,124
Annual Audit	\$4,200	\$0	\$0	\$0
Trustee Fees	\$8,000	\$7,333	\$7,333	\$0
Management Fees	\$46,800	\$11,700	\$11,700	\$0
Information Technology	\$1,200	\$300	\$300	\$0
Website Maintenance	\$800	\$200	\$200	(\$0)
Telephone	\$150	\$38	\$8	\$29
Postage	\$300	\$75	\$116	(\$41)
Insurance	\$9,292	\$9,292	\$8,957	\$335
Printing and Binding	\$1,300	\$325	\$143	\$182
Legal Advertising	\$2,000	\$500	\$61	\$439
Other Current Charges	\$500	\$125	\$100	\$25
Office Supplies	\$200	\$50	\$22	\$28
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE	\$108,423	\$42,539	\$37,703	\$4,837
<u>FIELD:</u>				
Landscape Maintenance	\$57,800	\$14,450	\$12,490	\$1,960
Lake Maintenance	\$25,800	\$6,450	\$5,010	\$1,440
Waterfall/Entry Pond Maintenance	\$6,600	\$1,650	\$1,614	\$36
Lake Fountains Maintenance	\$11,400	\$2,850	\$5,788	(\$2,938)
Facility Management	\$6,000	\$1,500	\$1,500	\$0
Utilities	\$20,000	\$5,000	\$3,484	\$1,516
General Maintenance	\$1,000	\$250	\$0	\$250
TOTAL FIELD	\$128,600	\$32,150	\$29,885	\$2,265
TOTAL EXPENDITURES	\$237,023	\$74,689	\$67,588	\$7,101
EXCESS REVENUES (EXPENDITURES)	\$0		\$22,485	
FUND BALANCE - Beginning	\$0		\$49,795	
FUND BALANCE - Ending	\$0		\$72,280	

Isles of Bartram Park
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2022

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Revenues:</u>													
Assessment - Tax Roll	\$7,092	\$37,007	\$45,974	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,073
Total Revenues	\$7,092	\$37,007	\$45,974	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,073
<u>Expenditures:</u>													
<u>Administrative</u>													
Supervisors	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800
FICA Expense	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$583	\$583	\$583	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,750
Arbitrage	\$600	\$0	\$0	\$0	\$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	\$0	\$376	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$376
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee Fees	\$3,333	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,333
Management Fees	\$3,900	\$3,900	\$3,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,700
Information Technology	\$100	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
Website Maintenance	\$67	\$67	\$67	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200
Telephone	\$2	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8
Postage	\$2	\$9	\$105	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$116
Insurance	\$8,957	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,957
Printing and Binding	\$21	\$0	\$122	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$143
Legal Advertising	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61
Other Current Charges	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100
Office Supplies	\$0	\$0	\$21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$22,841	\$9,964	\$4,898	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,703
<u>Field</u>													
Landscape Maintenance	\$4,709	\$2,670	\$5,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,490
Lake Maintenance	\$1,670	\$1,670	\$1,670	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,010
Waterfall/Entry Pond Maintenance	\$1,167	\$230	\$217	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,614
Lake Fountains Maintenance	\$350	\$415	\$5,023	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,788.00
Management	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500
Utilities	\$1,252	\$1,246	\$987	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,484.18
General Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Field	\$9,648	\$6,730	\$13,508	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,885
Total Expenses	\$32,489	\$16,694	\$18,406	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$67,588
Excess Revenues (Expenditures)	(\$25,397)	\$20,313	\$27,569	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,485

Isles of Bartram Park
Community Development District
DEBT SERVICE FUND SERIES 2015
Statement of Revenues & Expenditures
For the Period ending December 31, 2021

<i>Adopted</i>	<i>Prorated</i>	<i>Actual</i>	
<i>Budget</i>	<i>Thru 12/31/21</i>	<i>Thru 12/31/21</i>	<i>Variance</i>

REVENUES:

<i>Assessment - Tax Roll</i>	\$432,170	\$155,092	\$155,092	\$0
<i>Interest Income</i>	\$50	\$13	\$18	\$6

TOTAL REVENUES

\$432,220	\$155,105	\$155,111	\$6
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EXPENDITURES:

Series 2015

<i>Interest Expense - 11/01</i>	\$150,841	\$150,841	\$150,841	\$0
<i>Principal Expense - 11/01</i>	\$115,000	\$115,000	\$115,000	\$0
<i>Principal Expense - 11/01 Prepayment</i>	\$32,000	\$32,000	\$20,000	\$12,000
<i>Interest Expense - 05/01</i>	\$148,325	\$0	\$0	\$0
<i>Principal Expense - 05/01 Prepayment</i>	\$0	\$0	\$0	\$0

TOTAL EXPENDITURES

\$446,166	\$297,841	\$285,841	\$12,000
-----------	-----------	-----------	----------

OTHER SOURCES/(USES)

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

TOTAL OTHER SOURCES AND USES

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

(\$13,946)	(\$130,730)
------------	-------------

FUND BALANCE - Beginning

\$371,502	\$595,374
-----------	-----------

FUND BALANCE - Ending

\$357,556	\$464,645
-----------	-----------

Isles of Bartram Park
Community Development District
DEBT SERVICE FUND SERIES 2017
Statement of Revenues & Expenditures
For the Period ending December 31, 2021

<i>Adopted Budget</i>	<i>Prorated Thru 12/31/21</i>	<i>Actual Thru 12/31/21</i>	<i>Variance</i>
---------------------------	-----------------------------------	---------------------------------	-----------------

REVENUES:

<i>Assessment - Tax Roll</i>	\$341,479	\$123,241	\$123,241	\$0
<i>Interest Income</i>	\$35	\$9	\$12	\$3

TOTAL REVENUES

\$341,514	\$123,250	\$123,254	\$3
-----------	-----------	-----------	-----

EXPENDITURES:

Series 2015

<i>Interest Expense - 11/01</i>	\$118,813	\$118,813	\$118,813	\$0
<i>Principal Expense - 11/01</i>	\$100,000	\$100,000	\$100,000	\$0
<i>Interest Expense - 05/01</i>	\$117,063	\$0	\$0	\$0

TOTAL EXPENDITURES

\$335,875	\$218,813	\$218,813	\$0
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OTHER SOURCES/(USES)

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

TOTAL OTHER SOURCES AND USES

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

EXCESS REVENUES (EXPENDITURES)

\$5,639	(95,559)
---------	----------

FUND BALANCE - Beginning

\$238,817	\$413,016
-----------	-----------

FUND BALANCE - Ending

\$244,456	\$317,457
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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:	\$218,910.35
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)
Less: November 1, 2021	(\$115,000)
Less: November 1, 2021 (Prepayment)	(\$20,000)
Current Bonds Outstanding	\$5,895,000

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:	\$170,926.22
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)
Less: November 1, 2021	(\$100,000)
Current Bonds Outstanding	\$4,955,000

B.

***Isles of Bartram Park Community Development District
Fiscal Year 2021 Assessment Receipts***

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY 22 O&M ASMT	TOTAL ASMTS
STANDARD PACIFIC OF FLORIDA	19	-	-	7,091.94	7,091.94
TOTAL DIRECT INVOICES NET	19	-	-	7,091.94	7,091.94
TAX ROLL NET	616	429,732.19	341,479.08	229,925.20	1,001,136.47
TOTAL DISTRICT NET	616	429732.19	341479.08	229925.2	1,001,136.47

RECEIVE FROM	BALANCE DUE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
STANDARD PACIFIC OF FLORIDA	-	-	-	7,091.94	7,091.94
TOTAL DIRECT INVOICES	-	-	-	7,091.94	7,091.94
TAX ROLL RECEIVED / DUE	33,029.75	415,554.36	330,212.92	222,339.45	968,106.72
TOTAL RECEIPTS / DUE	33,029.75	415,554.36	330,212.92	229,431.39	975,198.66

TAX ROLL RECEIPTS

[illegible]

PERCENT COLLECTED DIRECT	97%	97%	97%	97%
PERCENT COLLECTED TAX ROLL	97%	97%	97%	97%
PERCENT COLLECTED TOTAL	0%	0%	0%	0%

C.

Isles of Bartram Park

Community Development District

Check Run Summary

10/01/21 - 12/31/21

Fund	Date	Check No.	Amount
<i>Payroll</i>	11/22/21	50045-50048	\$738.80
			<u><i>Sub-Total</i></u> <u>\$738.80</u>
<i>General Fund</i>			
<i>Accounts Payable</i>	10/1/21-10/31/21	754-764	\$20,158.73
	11/1/21- 11/30/21	765-770	\$20,114.15
	12/1/21-12/31/21	771-781	\$207,345.30
			<u><i>Sub-Total</i></u> <u>\$247,618.18</u>
<i>Total</i>			\$ 248,356.98

** Fedex Invoices available upon request*

BR040M-A CHECKS WRITTEN LISTING AS OF 11/30/2021 RUN 2/07/2022 PAGE 1
 CMPY-001 ISLES OF BARTRAM - GENERAL BANK-P ISLES OF BARTRAM

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050045	R	PR	11/22/2021	184.70	3	CHRIS MAYO
050046	R	PR	11/22/2021	184.70	2	JOSEPH PANCHULA
050047	R	PR	11/22/2021	184.70	6	SCOTT FORSHEY-FRIEDMAN
050048	R	PR	11/22/2021	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, November 17, 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 NO	<input type="checkbox"/>	\$ -
4	Ginny Feiner Scott Forshey-Friedman	<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

Date

11/17/2021

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

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/12/21	00025	10/01/21 10012021	202109 320-57200-46500	REIMBUR JEA IRRIG 9/15/21	*	780.41	
				CELESTINA MASTER HOA			780.41 000754
10/12/21	00021	10/01/21 M4886	202109 320-57200-46400	SEPT POOL CLEANING	*	450.00	
				CRYSTAL CLEAN POOL SERVICE, INC			450.00 000755
10/12/21	00001	9/17/21 91	202110 310-51300-31000	FY22 ASSESS ROLL CERT	*	5,000.00	
				GOVERNMENTAL MANAGEMENT SERVICES			5,000.00 000756
10/12/21	00020	7/01/21 590247	202107 320-57200-46300	QTRLY FOUNTAIN SERVICE	*	350.00	
		10/01/21 609208	202110 320-57200-46300	OCT LAKE MANAGEMENT	*	1,670.00	
		10/01/21 609949	202110 320-57200-46300	QTRLY FOUNTAIN SERVICE	*	350.00	
				LAKE DOCTORS, INC.			2,370.00 000757
10/12/21	00018	10/01/21 390141	202110 320-53800-45501	OCT MANAGEMENT SRVS	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 000758
10/12/21	00022	10/01/21 JAX27353	202110 320-57200-46200	OCT LANDSCAPE MAINTENANCE	*	2,669.57	
		10/05/21 JAX27247	202110 320-57200-46200	FALL ANNUAL ROTATION 2021	*	1,957.50	
				YELLOWSTONE LANDSCAPE			4,627.07 000759
10/26/21	00025	10/19/21 10192021	202110 320-57200-46500	REIMB IRRIG JEA 10/13/21	*	1,251.90	
				CELESTINA MASTER HOA			1,251.90 000760
10/26/21	00007	10/01/21 85103	202110 310-51300-54000	FY22 SPECIAL DISTRICT FEE	*	175.00	
				DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 000761
10/26/21	00024	10/15/21 7	202110 310-51300-49000	SE2015 AMORT SCHEDULE	*	100.00	
				DISCLOSURE SERVICES LLC			100.00 000762
10/26/21	00001	10/01/21 92	202110 310-51300-34000	OCT MANAGEMENT FEES	*	3,900.00	
		10/01/21 92	202110 310-51300-52000	OCT WEBSITE ADMIN	*	66.67	

IBTR ISLES OF BRTRM BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		10/01/21 92	202110 310-51300-35100		*	100.00	
			OCT INFORMATION TECH				
		10/01/21 92	202110 310-51300-31200		*	583.33	
			OCT DISSEM AGENT SERVICES				
		10/01/21 92	202110 310-51300-51000		*	.12	
			OFFICE SUPPLIES				
		10/01/21 92	202110 310-51300-42000		*	2.12	
			POSTAGE				
		10/01/21 92	202110 310-51300-42500		*	21.45	
			COPIES				
		10/01/21 92	202110 310-51300-41000		*	1.89	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			4,675.58 000763
10/26/21 00023		10/21/21 2022038	202110 320-57200-46400		*	228.77	
			OCT WATERFALL FTN MAINT				
				INNOVATIVE FOUNTAIN SERVICES, INC			228.77 000764
11/09/21 00004		9/17/21 125604	202108 310-51300-31500		*	634.50	
			AUG GENERAL COUNSEL				
				HOPPING GREEN AND SAMS			634.50 000765
11/09/21 00023		3/23/21 2021195A	202103 320-57200-46400		*	223.07	
			MAR WATERFALL FTN MAINT				
				INNOVATIVE FOUNTAIN SERVICES, INC			223.07 000766
11/09/21 00029		11/08/21 11082021	202111 300-20700-10200		*	3,789.81	
			6/15/21 DELQ&TAX CERTS				
		11/08/21 11082021	202111 300-20700-10200		*	4,081.57	
			10/28/21 EXCESS FEE DIST				
				ISLES OF BARTRAM PARK CDD-DS 2015			7,871.38 000767
11/09/21 00030		11/08/21 11082021	202111 300-20700-10300		*	2,994.52	
			6/15/21 DELQ&TAX CERTS				
		11/08/21 11082021	202111 300-20700-10300		*	3,225.06	
			10/28/21 EXCESS FEE DIST				
				ISLES OF BARTRAM PARK CDD-DS 2017			6,219.58 000768
11/09/21 00018		11/01/21 391133	202111 320-53800-45501		*	500.00	
			NOV MANAGEMENT SERVICES				
				VESTA PROPERTY SERVICES, INC.			500.00 000769
11/19/21 00001		11/01/21 93	202111 310-51300-34000		*	3,900.00	
			NOV MANAGEMENT FEES				
		11/01/21 93	202111 310-51300-52000		*	66.67	
			NOV WEBSITE ADMIN				

IBTR ISLES OF BRTRM BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE	EXPENSED TO... INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT	#
		11/01/21	93	202111	310-51300-35100					*	100.00		
			NOV INFORMATION TECH										
		11/01/21	93	202111	310-51300-31200					*	583.33		
			NOV DISSEM AGENT SRV										
		11/01/21	93	202111	310-51300-51000					*	.24		
			OFFICE SUPPLIES										
		11/01/21	93	202111	310-51300-42000					*	9.04		
			POSTAGE										
		11/01/21	93	202111	310-51300-41000					*	6.34		
			TELEPHONE										
									GOVERNMENTAL MANAGEMENT SERVICES			4,665.62	000770
12/03/21	00016	11/05/21	252-2427	202111	310-51300-33000					*	4,000.00		
			11/05/20-11/04/21	SE2015A									
									THE BANK OF NEW YORK MELLON			4,000.00	000771
12/03/21	00004	10/31/21	125773	202109	310-51300-31500					*	256.53		
			SEPT GENERAL COUNSEL										
									HOPPING GREEN AND SAMS			256.53	000772
12/03/21	00023	11/19/21	2022175	202111	320-57200-46400					*	229.96		
			NOV WATERFALL FTN MAINT										
									INNOVATIVE FOUNTAIN SERVICES, INC			229.96	000773
12/03/21	00022	9/03/21	JAX26179	202109	320-57200-46200					*	180.25		
			RPLC HEAD RACETRACK ROAD										
		9/03/21	JAX26188	202109	320-57200-46200					*	563.50		
			IRRIG REPAIRS										
		11/15/21	JAX29206	202111	320-57200-46200					*	2,669.56		
			NOV LANDSCAPE MAINT										
									YELLOWSTONE LANDSCAPE			3,413.31	000774
12/16/21	00001	12/01/21	94	202112	310-51300-34000					*	3,900.00		
			DEC MANAGEMENT FEE										
		12/01/21	94	202112	310-51300-52000					*	66.67		
			DEC WEBSITE ADMIN										
		12/01/21	94	202112	310-51300-35100					*	100.00		
			DEC INFORMATION TECH										
		12/01/21	94	202112	310-51300-31200					*	583.33		
			DEC DISSEM AGENT SERVICES										
		12/01/21	94	202112	310-51300-51000					*	21.19		
			OFFICE SUPPLIES										
		12/01/21	94	202112	310-51300-42000					*	3.71		
			POSTAGE										
		12/01/21	94	202112	310-51300-42500					*	121.95		
			COPIES										
									GOVERNMENTAL MANAGEMENT SERVICES			4,796.85	000775


CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/16/21	00020	12/01/21 621754	202112 320-57200-46100	DEC LAKE MANAGEMENT	*	1,670.00	
				LAKE DOCTORS, INC.			1,670.00 000776
12/22/21	00013	12/17/21 21771	202110 310-51300-35300	ARB SER 2015 FYE 10/31/21	*	600.00	
				GRAU AND ASSOCIATES			600.00 000777
12/22/21	00029	12/16/21 12162021	202112 300-20700-10200	11/17 SJC TAX DIST 2	*	13,059.33	
		12/16/21 12162021	202112 300-20700-10200	11/22 SJC TAX DIST 3	*	56,106.63	
		12/16/21 12162021	202112 300-20700-10200	12/09 SJC TAX DIST 4	*	37,940.43	
				ISLES OF BARTRAM PARK CDD-DS 2015			107,106.39 000778
12/22/21	00030	12/16/21 12162021	202112 300-20700-10300	11/17 SJC TAX DIST 2	*	10,377.36	
		12/16/21 12162021	202112 300-20700-10300	11/22 SJC TAX DIST 3	*	44,584.14	
		12/16/21 12162021	202112 300-20700-10300	12/09 SJC TAX DIST 4	*	30,148.69	
				ISLES OF BARTRAM PARK CDD-DS 2017			85,110.19 000779
12/22/21	00015	12/21/21 12212021	202112 310-51300-42000	2021 NOTICE POSTAGE	*	101.07	
				ST JOHNS COUNTY TAX COLLECTOR			101.07 000780
12/22/21	00002	11/30/21 I0338735	202111 310-51300-48000	NOTICE OF 11/17 MEETING	*	76.29	
		11/30/21 I0338735	202111 310-51300-48000	CREDIT ON ACCOUNT	*	15.29-	
				ST. AUGUSTINE RECORD			61.00 000781
TOTAL FOR BANK A						247,618.18	
TOTAL FOR REGISTER						247,618.18	

IBTR ISLES OF BRTRM BPEREGRINO

Celestina Master HOA, Inc**INVOICE****INVOICE DATE: 10.01.2021**

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

1.320.57200.46500 Sept Util

	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 9/15/21)		\$780.41
			
Any questions please call Vesta WGV Office 904-747-0181			
25A			
TOTAL AMOUNT DUE			\$780.41
1-320-57200-46500			

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 # M4886**DATE** 10/01/2021**DUE DATE** 10/31/2021**TERMS** Net 30

21A
1.320.57200.46400

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Monthly Service	Monthly Pool Cleaning	Sept Pool Cleaning ¹	450.00	450.00
September		BALANCE DUE		\$450.00



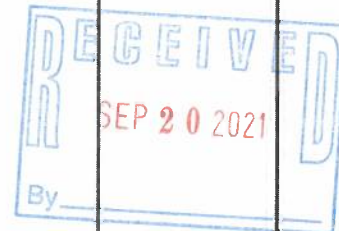
Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 91**Invoice Date:** 9/17/21**Due Date:** 9/17/21**Case:****P.O. Number:****Bill To:**

Isle of Bartram Park CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2022		5,000.00	5,000.00
1,310.57300.31000 1A			

**Total** \$5,000.00**Payments/Credits** \$0.00**Balance Due** \$5,000.00

INVOICE




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

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

Invoice #	590247
Account #	723920
Invoice Date	7/1/2021
Due Date	7/31/2021
Rep	MAS

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

20A

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 30 DAYS	
Item	Description	Amount
	Fountain Service-Quarterly (R)	350.00
	1.320.57200.46300	
		
	Customer Total Balance \$700.00	
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$350.00

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

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

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	590247
Account #	723920
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	_____	

INVOICE



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

Bill To

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

Invoice # 609208

Account # 721658

Invoice Date 10/1/2021

Due Date 10/31/2021

Rep MAS

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

2019

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 30 DAYS	
Item	Description	Amount	
	Monthly Water Mgmt Serv-R-Non 		

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 # 609208

Account # 721658

Date 10/1/2021

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 _____

INVOICE



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

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

Invoice #	609949
Account #	723920
Invoice Date	10/1/2021
Due Date	10/31/2021
Rep	MAS

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

20A

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 30 DAYS	
Item	Description	Amount
	Fountain Service-Quarterly (R) 1.320.57200.46300	350.00
Customer Total Balance \$700.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$350.00

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

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

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	609949
Account #	723920
Date	10/1/2021

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	_____



Invoice

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

Invoice # 390141
Date 10/1/2021
Terms Due on receipt
Due Date 10/1/2021
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 1.320.53800.4550	1	500.00	500.00
Total			\$500.00





YELLOWSTONE
LANDSCAPE

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 273536	10/1/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 31, 2021

Invoice Amount: \$2,669.57

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

22A
1.320.57200.46200

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



INVOICE

INVOICE #	INVOICE DATE
JAX 272474	10/5/2021
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: November 4, 2021

Invoice Amount: \$1,957.50

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

22A

1.320.57200.46200

Invoice Total

\$1,957.50

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: 10.19.2021**

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

1.320.57200.46500

25A

1.320.572.465

	DESCRIPTION	AMOUNT
	Reimbursement for Irrigation Billing (10%) (Reference JEA bill dated 10/13/21)	\$1,251.90
Any questions please call Vesta WGV Office 904-747-0181		
TOTAL AMOUNT DUE		\$1,251.90

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.

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2021/2022 Special District Fee Invoice and Update Form
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 85103			Date Invoiced: 10/01/2021
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2021: \$175.00

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

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



Isles of Bartram Park Community Development District

Mr. Wesley Haber

119 South Monroe Street, Suite 300

Tallahassee, FL 32301

2. Telephone: (850) 222-7500
3. Fax: (850) 224-8551
4. Email: wesh@hgslaw.com
5. Status: Independent
6. Governing Body: Elected
7. Website Address: ~~www.islesofbartramparkcdd.com~~ www.islesofbartramparkcdd.com
8. County(ies): St. Johns
9. Function(s): Community Development
10. Boundary Map on File: 07/24/2007
11. Creation Document on File: 05/14/2007
12. Date Established: 12/18/2006
13. Creation Method: Local Ordinance
14. Local Governing Authority: St. Johns County
15. Creation Document(s): County Ordinance 2006-157
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments
19. Most Recent Update: 11/02/2020

717
1.310.513.540

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

Registered Agent's Signature: Wesley Haber Date 10/14/21

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

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

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

1. ☐ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. ☐ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. ☐ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2019/2020 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

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

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

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



Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763


Invoice

Date	Invoice #
10/15/2021	7

Bill To
Isles of Bartram Park CDD c/o GMS, LLC

Terms	Due Date
Net 30	11/14/2021

24A

Description	Amount
<u>Amortization Schedule</u> Series 2015 11-1-21 Prepay \$20,000 1.310.51300.49000  <div></div>	100.00

Total	\$100.00
Payments/Credits	\$0.00
Balance Due	\$100.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

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

Invoice #: 92

Invoice Date: 10/1/21

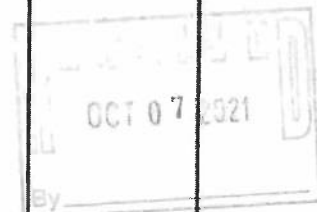
Due Date: 10/1/21

Case:

P.O. Number:

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

Description	IA	Hours/Qty	Rate	Amount
Management Fees - October 2021	1.310.51300.34000		3,900.00	3,900.00
-Website Administration - October 2021	1.310.51300.52000		66.67	66.67
Information Technology - October 2021	1.310.51300.35700		100.00	100.00
Dissemination Agent Services - October 2021	1.310.51300.31200		583.33	583.33
Office Supplies	1.310.51300.57000		0.12	0.12
Postage	1.310.51300.42000		2.12	2.12
Copies	1.310.51300.42500		21.45	21.45
Telephone	1.310.51300.41000		1.89	1.89

**Total** \$4,675.58**Payments/Credits** \$0.00**Balance Due** \$4,675.58



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

(904) 551-1017
Customerservice@innovativefountainservices.com

Invoice


Date	Invoice #
10/21/2021	2022038

Terms
Net 30

Bill To

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

23 A
1.320.572.464

Description	Qty	Amount
Monthly Stationary Maintenance Waterfall Fountain- October		192.50
Chemicals Added		36.27
		
Total		\$228.77

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

September 17, 2021

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

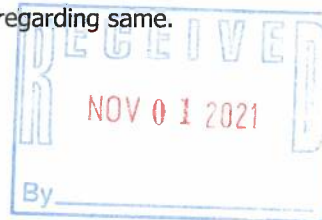
Bill Number 125604
Billed through 08/31/2021

Aus
General Counsel
IBPCDD 00001 WSH

4A
1,310.513.315

FOR PROFESSIONAL SERVICES RENDERED

08/06/21	WSH	Review minutes and confer with Stephens regarding same.	0.30 hrs
08/18/21	WSH	Prepare for and attend Board meeting.	2.40 hrs
Total fees for this matter			\$634.50



MATTER SUMMARY

Haber, Wesley S.	2.70 hrs	235 /hr	\$634.50
TOTAL FEES			\$634.50
TOTAL CHARGES FOR THIS MATTER			<u>\$634.50</u>

BILLING SUMMARY

Haber, Wesley S.	2.70 hrs	235 /hr	\$634.50
TOTAL FEES			\$634.50
TOTAL CHARGES FOR THIS BILL			<u>\$634.50</u>

Please include the bill number with your payment.



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

(904) 551-1017

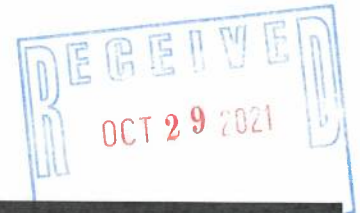
Customerservice@innovativefountainservices.com

Invoice

Date	Invoice #
3/23/2021	2021195A

Terms
Net 30

Bill To	10BP
Kristen M Corrigan c/o Celestina Master Amenity 200 Business Park Circle suite 101 St. Augustine, FL 32095	



Description	Qty	Amount
Monthly Stationary Maintenance Waterfall Fountain- March		192.50
Chemicals Added		30.57
23A 1,320.572.464		
Total		\$223.07

Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Check Request

Date	Amount	Authorized By
November 8, 2021	\$7,871.38	Bernadette Peregrino

Payable to:

Isles of Bartram Park #29 - 2015

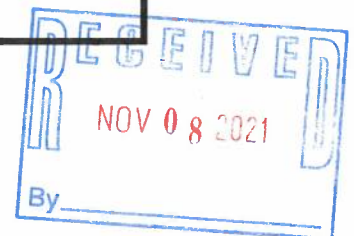
Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

\$ 3,789.81 6/15/21 DELQ & TAX CERTS
\$ 4,081.57 10/28/21 EXCESS FEE DIST
\$ 7,871.38
(Attach supporting documentation for request.)



**Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
November 8, 2021	\$6,219.58	Bernadette Peregrino

Payable to:

Isles of Bartram Park #30 -2017

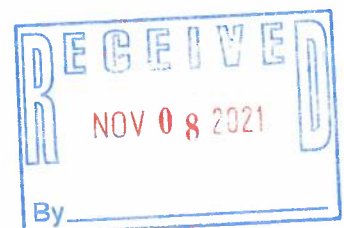
Date Check Needed:

Budget Category:

ASAP	001.300.20700.10300
------	---------------------

Intended Use of Funds Requested:

\$	2,994.52	6/15/21 DELQ & TAX CERTS
\$	3,225.06	10/28/21 EXCESS FEE DIST
\$	6,219.58	
(Attach supporting documentation for request.)		





Invoice

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

Invoice # 391133
Date 11/1/2021
Terms Due on receipt
Due Date 11/1/2021
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 Nov	1	500.00	500.00

Total \$500.00

1.320.53800.45501
187





BNY MELLON

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

INVOICE

DOR 59



000011 XBFRSDD1 000000



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

Invoice Number: 252-2427318
Account Number: ISLES2015A
Invoice Date: 05-Nov-21
Cycle Date: 05-Nov-21
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Currency: USD

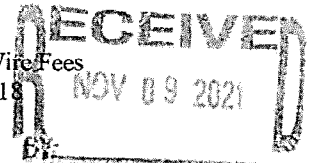
ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT BOND, SERIES 2015

	Quantity	Rate	Proration	Subtotal	Total
Flat					
Administration Fee		16A			4,000.00
For the period: November 05, 2020 to November 04, 2021					
Invoice Total:				4,000.00	
Satisfied to Date:				0.00	
1.310.813.330					
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: 252-2427318



Billing Stub

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

Invoice Number: 252-2427318
Account Number: ISLES2015A
Invoice Date: 05-Nov-21
Cycle Date: 05-Nov-21
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Amount: 4,000.00 USD

E

S 000011 XBFRSDD1 000011

0000006154192521242731800000000000004000002

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

October 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 125773
Billed through 09/30/2021

1.310.513.315
4A

General Counsel
IBPCDD 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

09/30/21 WSH Review and revise minutes. 0.40 hrs

Total fees for this matter \$94.00

DISBURSEMENTS

Travel 155.24

Travel - Meals 7.29

Total disbursements for this matter \$162.53

MATTER SUMMARY

Haber, Wesley S. 0.40 hrs 235 /hr \$94.00

TOTAL FEES \$94.00

TOTAL DISBURSEMENTS \$162.53

TOTAL CHARGES FOR THIS MATTER **\$256.53**

BILLING SUMMARY

Haber, Wesley S. 0.40 hrs 235 /hr \$94.00

TOTAL FEES \$94.00

TOTAL DISBURSEMENTS \$162.53

TOTAL CHARGES FOR THIS BILL **\$256.53**

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 #
11/19/2021	2022175

Terms
Net 30

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

23A

1.320.572.464

Description	Qty	Amount
Monthly Stationary Maintenance Waterfall Fountain- November		192.50
Chemicals Added		37.46
Total		\$229.96



YELLOWSTONE
LANDSCAPE

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 261799	9/3/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 3, 2021

Invoice Amount: \$180.25

Description	Current Amount
Head replacement along Racetrack Road	
Irrigation Repairs	\$180.25

pending approval

Invoice Total **\$180.25**

22A
1.320.572.462

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

**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 261887	9/3/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 3, 2021

Invoice Amount: \$563.50

Description	Current Amount
-------------	----------------

Irrigation repairs along Racetrack causing hazard on sidewalk. Add fill dirt due to extreme erosion.

Irrigation Repairs

\$563.50

1.320.572.462
22A

Invoice Total

\$563.50

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



YELLOWSTONE
LANDSCAPE

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 292068	11/15/2021
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: December 15, 2021

Invoice Amount: \$2,669.56

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

1.320572.462

22A

Invoice Total **\$2,669.56**

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

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

Invoice #: 94

Invoice Date: 12/1/21

Due Date: 12/1/21

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - December 2021 001.310.51300.34000		3,900.00	3,900.00
Website Administration - December 2021 001.310.51300.52000		66.67	66.67
Information Technology - December 2021 001.310.51300.35100		100.00	100.00
Dissemination Agent Services - December 2021 001.310.51300.31200		583.33	583.33
Office Supplies 001.310.51300.51000		21.19	21.19
Postage 001.310.51300.42000		3.71	3.71
Copies 001.310.51300.41000		121.95	121.95

RECEIVED DEC 06 2021

Total \$4,796.85**Payments/Credits** \$0.00**Balance Due** \$4,796.85

INVOICE




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

Invoice #	621754
Account #	721658
Invoice Date	12/1/2021
Due Date	12/31/2021
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>Dec Lake mgt</i> <i>001.320.57200.40100</i> <i>20A</i> 		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 #	621754
Account #	721658
Date	12/1/2021

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

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*Isles of Bartram Park
1408 Hamlin Avenue, Unit E
Saint Cloud, FL 34771*

Invoice No. 21771
Date 12/17/2021

SERVICE	AMOUNT
Project: Arbitrage - Series 2015 FYE 10/31/21	\$ <u>600.00</u>
001. 310. 51300. 35300	
Subtotal:	<u>600.00</u>
Total	600.00
Current Amount Due	\$ <u>600.00</u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

**Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
December 16, 2021	\$107,106.39	Bernadette Peregrino

Payable to:

Isles of Bartram Park #29 - 2015

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

\$ 13,059.33 11/17/21 SJC TAX DIST 2
\$ 56,106.63 11/22/21 SJC TAX DIST 3
\$ 37,940.43 12/9/21 SJC TAX DIST 4
<u>\$ 107,106.39</u>
<i>(Attach supporting documentation for request.)</i>

**Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
December 16, 2021	\$85,110.19	Bernadette Peregrino

Payable to:

Isles of Bartram Park #30 -2017

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10300
------	---------------------

Intended Use of Funds Requested:

\$ 10,377.36 11/17/21 SJC TAX DIST 2
\$ 44,584.14 11/22/21 SJC TAX DIST 3
\$ 30,148.69 12/9/21 SJC TAX DIST 4
<u>\$ 85,110.19</u>
(Attach supporting documentation for request.)

***Isles of Bartram Park Community Development District
Fiscal Year 2021 Assessment Receipts***

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY 22 O&M ASMT	TOTAL ASMTS
STANDARD PACIFIC OF FLORIDA	19	-	-	7,091.94	7,091.94
TOTAL DIRECT INVOICES NET	19	-	-	7,091.94	7,091.94
TAX ROLL NET	616	429,732.19	341,479.08	229,925.20	1,001,136.47
TOTAL DISTRICT NET	616	429732.19	341479.08	229925.2	1,001,136.47

		SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
RECEIVE FROM	BALANCE DUE				
STANDARD PACIFIC OF FLORIDA	-	-	-	7,091.94	7,091.94
TOTAL DIRECT INVOICES	-	-	-	7,091.94	7,091.94
TAX ROLL RECEIVED / DUE	751,613.36	107,106.39	85,110.20	57,306.52	249,523.11
TOTAL RECEIPTS / DUE	751,613.36	107,106.39	85,110.20	57,306.52	249,523.11

TAX ROLL RECEIPTS

ST JOHNS COUNTY DISTRIBUTION	DATE	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	FY20 O&M ASMT	TOTAL RECEIVED
1	11/4/2021	-	-	-	-
2	11/17/2021	13,059.33	10,377.36	6,987.30	30,423.99
3	11/22/2021	56,106.63	44,584.14	30,019.46	130,710.24
4	12/9/2021	37,940.43	30,148.69	20,299.76	88,388.88
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		107,106.39	85,110.20	57,306.52	249,523.11

PERCENT COLLECTED DIRECT	25%	25%	25%	25%
PERCENT COLLECTED TAX ROLL	25%	25%	25%	25%
PERCENT COLLECTED TOTAL	0%	0%	0%	0%



P.O. Box 9001
ST. AUGUSTINE, FLORIDA 32085
P: 904 209 2250
F: 904 209 2283
WWW.SJCTAX.US

December 21, 2021

Isles of Bartram Park CDD
250 International Parkway Suite 280
Lake Mary, FL 32746
St. Augustine, FL 32092

RECEIVED DEC 21 2021

INVOICE

In accordance with Florida Statute 197.322(3): "Postage shall be paid out of the general fund of each local governing board, upon statement thereof by the tax collector".

Your share of the postage for the mailing of the 2021 Real Estate, Tangible Personal Property, Railroad and Non Ad Valorem notices is as follows:

Postage Due: \$ 101.07

If you have any questions, please contact me or Christopher Swanson at 209-2251.

Sincerely,

Dennis W. Hollingsworth

Dennis W. Hollingsworth, C.F.C.
St. Johns County Tax Collector

2021 Notice Postage
001.310.51300.42000

INNOVATION INTEGRITY EXPERTISE

MAILING ADDRESS FOR ALL LOCATIONS: P.O. BOX 9001, ST. AUGUSTINE, FL 32085-9001

ST. AUGUSTINE - MAIN
4030 LEWIS SPEEDWAY
ST. AUGUSTINE, FL 32084

DUPONT CENTER
6658 US 1 SOUTH
ST. AUGUSTINE, FL 32086

JULINGTON CREEK
725 FLORA BRANCH BLVD
SAINT JOHNS, FL 32259

PONTE VEDRA
151 SAWGRASS CORNERS DR., STE 100
PONTE VEDRA BEACH, FL 32082

10	11	12	13	14	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
10/31		Balance Forward						\$-15.29	
11/09 11/09	103387350-11092021	NOTICE OF MEETING ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT The regular meeting of the Board of Supervisors of the Isles of Bartram Park Community	SA St Augustine Record	1.00 x 4.2500	4.25	1	\$8.98	\$38.17	
11/09 11/09	103387350-11092021	NOTICE OF MEETING ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT The regular meeting of the Board of Supervisors of the Isles of Bartram Park Community	SA St Aug Record Online	1.00 x 4.2500	4.25	1	\$8.97	\$38.12	
PREVIOUS AMOUNT OWED:				\$-15.29					
NEW CHARGES THIS PERIOD:				\$76.29					
CASH THIS PERIOD:				\$0.00					
DEBIT ADJUSTMENTS THIS PERIOD:				\$0.00					
CREDIT ADJUSTMENTS THIS PERIOD:				\$0.00					

We appreciate your business.

So that we may serve you better, please remit the amount due. New business is dependent on prompt payments. Please include the remittance stub and input your account number on your check. Thank you.

RECEIVED DEC 16 2021

001.310.51300.48000

INVOICE AND STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

SBI™

21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$76.29		\$85.27	\$0.00	\$0.00	\$1,175.73		\$61.00
ADVERTISER INFORMATION								
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME	
	11/01/2021 - 11/30/2021		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													
11/01/2021 - 11/30/2021				GMS/ISLES OF BARTRAM PARK CCD															
COMPANY		23		TOTAL AMOUNT DUE		* UNAPPLIED AMOUNT		3		TERMS OF PAYMENT									
SA 7				\$61.00		\$1,175.73				NET 15 DAYS									
21		CURRENT NET AMOUNT		22		30 DAYS		60 DAYS		OVER 90 DAYS									
		\$76.29				\$85.27		\$0.00		\$0.00									
4		PAGE #		5		BILLING DATE		6		BILLED ACCOUNT NUMBER		7		ADVERTISER/CLIENT NUMBER		24		STATEMENT NUMBER	
		1				11/30/2021				15657				15657				0000101748	

8 BILLING ACCOUNT NAME AND ADDRESS

9 REMITTANCE ADDRESS



8-1

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



Tue, Nov 9, 2021
8:11:05AM

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

E-Mail:

Client: GMS/ISLES OF BARTRAM PARK CCD

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

City: PALM COAST

State: FL

Zip: 32137

Ad Number: 0003387350-01

Start: 11/09/2021

Placement: SA Legals

Copy Line: NOTICE OF MEETING ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT The regular meeting of the

Caller: Shelby Stephens

Issues: 1

Rep: Dylan ISC-Abeyta

Paytype: BILL

Stop: 11/09/2021

Lines	50
Depth	4.25
Columns	1
Price	\$76.29

NOTICE 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 will be held on **Wednesday, November 17, 2021 at 10:00 a.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the 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
3387350 November 9, 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# 0003387350-01

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 **BOS REG MTG 11/17/21** was published in said newspaper in the issue dated **11/09/2021**.

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.

NOTICE 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 will be held on **Wednesday, November 17, 2021 at 10:00 a.m.** at the offices of **Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092**. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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James Oliver
District Manager
3387350 November 9, 2021

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

☒ physical presence or
☐ online notarization

this ____ day of **NOV 09 2021**

by *James Oliver* who is personally known to
me or who has produced as identification

Kimberly M Reese
(Signature of Notary Public)

