

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 Friday, February 21, 2025 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:

Scott Forshey-Friedman	Chairman
Joseph Zemel	Vice Chairman
Nancy Brown	Supervisor
James Pudner	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Sarah Sweeting	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 10:00 a.m. Four Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comment

Mr. Oliver noted no members of the public were present today.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Board Members

Mr. Oliver swore in Scott Forshey-Friedman and James Pudner before the meeting. He reviewed the Sunshine Law and Public Records Law. Mr. Oliver provided documents regarding Board of Supervisors responsibilities, ethics training requirements, Form-1, Code of Ethics, and

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Chapter 190 of Florida Statutes. Mr. Haber discussed the ethics training and offered to take any questions.

B. Election of Officers, Resolution 2025-02

Mr. Oliver stated Scott Forshey-Friedman currently serves as Chair and Joe Zemel as Vice Chair. The other Supervisors serve as Assistant Secretaries. He asked if the Board would like to keep the same slate of officers. Board consensus was to keep the same slate of officers.

On MOTION by Ms. Brown, seconded by Mr. Forshey-Friedman, with all in favor, Resolution 2025-02, Election of Officers as slated above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the November 8, 2024 Meeting

Mr. Oliver presented the minutes of the November 8, 2024 meeting and asked if there were comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Forshey-Friedman, seconded by Ms. Brown, with all in favor, the Minutes of the November 8, 2024 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Fiscal Year 2026 Budget Guidance

Mr. Oliver stated the Districts financials are strong and the audits are good. There is \$93,000 in the Capital Reserve Fund. A quarter into the fiscal year, they have positive variances in all areas. Mr. Oliver noted that they are preparing the proposed budget for the May meeting formally starts the process. The Board will approve the proposed budget and set a public hearing for adoption to be held no sooner than 60 days. The budget is typically adopted in August. Mr. Forshey-Friedman spoke about reactionary measures to the ponds.

SIXTH ORDER OF BUSINESS

Innovative Maintenance Report

Mr. Oliver stated the Innovative Maintenance Report is on page 15 of the agenda package.

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SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing further to report. He offered to take questions.

B. Engineer

Mr. Schaefer is not on the line.

C. Manager

Mr. Oliver noted he already covered the budget process but offered to take questions about any District matters. A Board member noted \$50,000 a year has been added to the reserves and asked if that is what they are planning to continue. Mr. Oliver stated he can do that with the initial budget if that is what the Board would like to do.

D. First Choice Aquatics

Mr. Oliver noted there is not a First Choice Aquatics Report in the agenda.

NINTH ORDER OF BUSINESS

Supervisors' Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of December 31, 2024, and Statement of Revenues & Expenditures

Mr. Oliver noted the financials are through December 31, 2024. He noted an independent CPA firm performs a financial audit each year which is in process right now. The deadline for those audits is June 30th.

B. Assessment Receipt Schedule

Mr. Oliver stated the District is 92% collected.

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C. Approval of Check Register

Mr. Oliver stated the check register is in the agenda package for Board consideration. Mr. Forshey-Friedman questioned the Crystal Clean Pool Service charge. Mr. Oliver noted they call it pool but it's the fountain.

On MOTION by Mr. Forshey-Friedman seconded by Mr. Zemel, all in favor, the Check Register, was approved.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – May 16, 2025 @ 10:00 a.m.

Mr. Oliver stated the next scheduled meeting is May 16, 2025, at 10:00 a.m. at the World Golf Village Renaissance.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:

Jim Oliver

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Secretary / Assistant Secretary

Signed by:

Scott Forshey-Friedman

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Chairperson / Vice Chairperson