

Isles of Bartram Park

Community Development District

NOVEMBER 14, 2025

Isles of Bartram Park

Community Development District

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

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

November 6, 2025

Board of Supervisors
Isles of Bartram Park Community Development District

Dear Board Members:

The Isles of Bartram Park Community Development District Board of Supervisors is scheduled for **Friday, November 14 2025, at 10:00 a.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 August 8, 2025 Meeting
- IV. Consideration of Proposals for Capital Reserve Report
 - A. Community Advisors
 - B. Custom Reserves
 - C. Reserve Advisors
- V. Consideration of:
 - A. Grau and Associates Engagement Letter
 - B. Policies for Use of Lakes and Other Stormwater Management Facilities
- VI. Consideration of Proposals:
 - A. Innovative Fountain Services for Pond Fountain Services
 - B. Innovative Fountain Services for Installation of Strainer
 - C. Innovative Fountain for Floating Fountain Maintenance
 - D. Yellowstone Landscape for Bore Project along Sitara Lane

- E. Pond Bank Inspection Report
- VII. Discussion of Fountain Installation at Pond 7
- VIII. Ratification of Proposal from First Choice Aquatics for Treatment of Pond 7
- IX. Consideration of Resolution 2026-01, Amending the General Fund & Capital Reserve Fund Budget for Fiscal Year 2025
- X. Other Business
- XI. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - 1. Review of Fiscal Year 2025 Goals and Objectives
 - 2. Annual Ethics Training
 - D. First Choice Aquatics
- XII. Supervisors' Requests
- XIII. Audience Comments
- XIV. Financial Reports
 - A. Balance Sheet as of September 30, 2025 and Statement of Revenues & Expenditures
 - B. Assessment Receipt Schedule
 - C. Approval of Check Register
- XV. Next Scheduled Meeting – February 20, 2026 at 10:00 a.m.
- XVI. Adjournment

THIRD ORDER OF BUSINESS

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, August 8, 2025, at 12:00 p.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
Scott Kelley	Supervisor

Also present were:

Marilee Giles	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Sarah Sweeting	GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 12:00 p.m. Five Board members were in attendance, constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comment

Ms. Giles noted that two members of the public were present but had no questions.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 9, 2025, and
June 6, 2025, Meetings**

Ms. Giles presented the minutes of May 9, 2025, and June 6, 2025 meetings and asked for comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Forshey-Friedman, and seconded by Ms. Brown, with all in favor, the Minutes of the May 9, 2025, and June 6, 2024 Meetings were approved.

FOURTH ORDER OF BUSINESS**Consideration of Proposals:****A. Lake Maintenance Services with Frist Coast Aquatics**

Ms. Giles presented the First Coast Aquatics proposal for FY26 lake maintenance covering all 11 ponds. She said the initial treatment was \$2,205, with the same monthly rate, and that grass carp stocking was priced at \$10 per fish. Staff explained that the number of fish added depends on pond size and regulatory limits, and that stocking is done only when needed based on pond conditions. They compared it to last year's budget, noting lake maintenance increased from about \$64,972 to \$68,884, which was in line with other service increases. It was clarified that the fish are triploid grass carp and that not all ponds are restocked each year. Pond 6 already has new fountains, so they expect to monitor results there first, while Pond 7 might need attention next if conditions worsen. After discussion, the Board approved the proposal for lake maintenance services.

On MOTION by Mr. Forshey-Friedman, and seconded by Mr. Kelley, with all in favor, the Lake Maintenance Services with Frist Coast Aquatic was approved.

B. Pond Bank Inspection Report (*will be sent under separate cover*)

Ms. Giles stated that the inspection report had not been completed. The Board agreed to table the item and have staff follow up with the engineer for an update.

FIFTH ORDER OF BUSINESS**Public Hearing Adopting the Budget for Fiscal Year 2026**

Ms. Giles discussed the budget overview. She noted that the table of contents was helpful because it showed the District's fund types — the general fund, the 2015 and 2017 debt service funds, and the capital reserve fund. She added that although there were some line-item adjustments, the FY26 budget remained flat overall, with no change in resident assessments. The O&M assessment stayed at \$533 per lot. Ms. Giles also referred to a comparison chart showing FY25 and FY26 side by side. Ms. Sweeting said she had no further comments, and Ms. Giles added that the narrative pages were useful since they included monthly and annual costs and contingencies

based on past invoices. Ms. Giles noted that any unused funds stayed with the District and helped cover first-quarter expenses before tax revenues were received. Ms. Giles asked for a motion to open public comments.

On MOTION by Mr. Forshey-Friedman, and seconded by Ms. Brown, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles stated looking for a motion to close the public hearing.

On MOTION by Mr. Forshey-Friedman, and seconded by Mr. Kelley, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2025-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

Mr. Haber explained that both resolutions were part of the budget process. Resolution 2025-04 officially adopted the District's final budget for Fiscal Year 2025-2026 and authorized the use of funds as outlined. He added that the Board had already approved a proposed budget earlier, which was sent to St. Johns County for the required 60-day review period before final adoption. Mr. Haber added that Resolution 2025-05 was the formal assessment levy resolution, which allowed the District to collect both the operations and maintenance assessments and the debt assessments to fund the budget. He noted that it authorized GMS to send the assessment roll to the tax collector so the amounts would appear on residents' annual tax bills. Mr. Haber stated that he was happy to answer any questions about either resolution.

The Board discussed the FY26 budget and whether any changes were needed before adoption. A Board member raised concerns about the capital reserves. He stated that some stormwater assets had initially been included in the HOA's reserve study, and the CDD hadn't increased its funding to cover them. Ms. Giles added that the CDD didn't have its own reserve study, but the current budget included a capital transfer of about \$55,600, which was slightly higher than last year's \$50,000. The Board had reviewed how carry-forward balances and reserve contributions worked. They confirmed that unspent funds rolled over each year and that upcoming expenses would draw from the reserve. They discussed the long-term need to plan for stormwater repairs anticipated around 2031. They agreed it would be beneficial to get proposals for a formal

capital reserve study to project future funding needs. Ms. Giles asked for a motion to approve Resolution 2025-04, which approved the FY26 budget.

On MOTION by Mr. Kelley, and seconded by Ms. Brown, with all in favor, Resolution 2025-04, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026, was approved.

B. Consideration of Resolution 2025-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026

Ms. Giles stated that Mr. Haber had explained that it was the one who allowed the county to place the assessments on the tax rolls. There were no questions or comments, and a motion to adopt the resolution was made.

On MOTION by Ms. Brown, and seconded by Mr. Pudner, with all in favor, Resolution 2025-05, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026, was approved.

SIXTH ORDER OF BUSINESS

Innovative Maintenance Report

Ms. Giles stated that the Board had reviewed the Innovative maintenance report for the front entrance fountain. She added that it included before-and-after photos showing the treatment results. Ms. Sweeting confirmed that it referred to the front fountain. She said that the chlorine inner drain valve had been dripping, but that part was replaced earlier in June after the fountain went dry. The repair was minor. Ms. Giles noted that no motion was needed; it was for Board discussion only.

SEVENTH ORDER OF BUSINESS

Other Business

Ms. Giles presented that a Board member had asked for an update on the two fountains being installed. Ms. Giles said the electrical work was finished and that, weather permitting, installation was expected that Friday. The Board discussed how to communicate the update to residents. Ms. Giles stated that CDD-related updates are usually shared in the newsletter rather than through HOA e-blasts to keep the two separate. They also wanted to avoid stirring up complaints from residents who might question why only certain ponds were getting fountains. The Board agreed to keep the communication low-key or skip it from the newsletter, since people

would notice once the fountains were installed. Ms. Giles added that they were aware of the reason behind the two selected ponds and that the CDD had documentation to support the decision. Ms. Giles noted that the two fountains were being installed as a test before considering additional ones. The discussion ended with some light joking about not wanting assessments to increase if more fountains were added.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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

B. Engineer

Ms. Giles stated that the District engineer was not present, but offered to take any questions or comments on his behalf.

C. Manager

1. Discussion of Fiscal Year 2026 Meeting Schedule

Ms. Giles stated that the next meeting would be on November 14, 2025, at 10:00 am., February 20, 2026, May 15, 2026, and August 21, 2026,

On MOTION by Mr. Kelley, and seconded by Ms. Brown, with all in favor, the Fiscal Year 2026 Meeting Schedule was approved.

2. Goals & Objectives

Ms. Sweeting and Mr. Pudner reviewed the statutory requirements and developed the FY25 goals and objectives for the District. The Board discussed that these needed to be measured by December 1 and posted on the website. The goals were kept simple since the District was already meeting its administrative obligations effectively. During the review, they focused on the goal of holding at least 5 Board meetings. Since the District typically held four meetings, the Board decided to revise that language to say “at least two meetings” per year to reflect the minimum required for budget adoption and approval. The Board agreed that the goals could be adjusted each year as needed. The Board then made and approved a motion to adopt the FY25 goals and objectives as amended.

On MOTION by Mr. Forshey-Friedman, and seconded by Mr. Kelley, with all in favor, the Goals and Objectives were approved.

D. First Choice Aquatics

Ms. Giles and Ms. Sweeting had nothing to report.

NINTH ORDER OF BUSINESS

Supervisors' Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Audience Comments

There being no members of the public present, there were no comments; the next item followed.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of June 30, 2025, and Statement of Revenues & Expenditures

Ms. Giles noted the financials are through June 30, 2025. She stated they are in good financial shape.

B. Assessment Receipt Schedule

Ms. Giles stated that the District is 100% collected.

C. Approval of Check Register

Ms. Giles stated that the check register for the months of April, May, and June in the amount of \$60,634.92 is in the agenda package for Board consideration. She stated that she could answer any questions, then asked for a motion to approve.

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

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting, November 14, 2025

Ms. Giles stated the next scheduled meeting is November 14, 2025, at 10:00 a.m.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

FOURTH ORDER OF BUSINESS

A.



Isles of Bartram Park CDD St. Johns, Florida

Empowering Financially-Sustainable Communities

Reserve Studies | Structural Integrity Reserve Studies | Pre-Construction Planning



Homeowners Associations



Commercial Buildings



Condominium Associations



Schools & Museums



Active Adult Communities



Marinas and Waterfront



**Community Development
Districts (CDD)**



Religious Facilities

Presented by
Charlie Sheppard PRA, RS, CCI
CSheppard@communityadvisors.com
904-303-3275



Visit Our Website!

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About Community Advisors

Established in 2009, Community Advisors, based in Jacksonville, Florida, specializes in capital reserve planning and property inspections across the Southern and Mid-Atlantic States. With over 1,000 completed studies, we serve a wide range of properties, including homeowners associations, condominiums, CDD's, schools, and commercial buildings.

Our Commitment

We provide long-term financial planning to minimize the risk of special assessments and deferred maintenance, helping to protect property values.

Why Choose Us?

Using advanced software, we deliver clear, customized reports with various funding methods. As experienced builders, we understand construction and maintenance needs, ensuring you're fully prepared to protect your investment.

Our Partnerships

We're proud members of the Association of Professional Reserve Analysts (APRA), Community Associations Institute (CAI), and the Association of Construction Inspectors (ACI), demonstrating our commitment to industry standards.



Mission and Vision



Mission

Develop a solid relationship with our clients that provides guidance on property maintenance, repair and capital replacements to insure stable and effective reserve funds are available when needed.



Vision

Our forward thinking approach keeps assessments moderate, maintains property values and avoids special assessments or loans.



We Have Worked With:

1 Community Development Districts

<i>Tolomato, (Nocatee)</i>	<i>Parkland Preserve</i>	<i>Rivers Edge</i>
<i>Amelia Concourse</i>	<i>Cross Creek</i>	<i>Aberdeen</i>
<i>Tisons Landing</i>	<i>Six Mile Creek</i>	<i>Durbin Crossing</i>
<i>Amelia Walk</i>	<i>Dunes Utility</i>	<i>St. Johns Forrest</i>
<i>South Village</i>	<i>Double Branch</i>	<i>Bannon Lakes</i>
<i>Sampson Creek</i>	<i>Pine Ridge Plantation</i>	<i>Deer Run</i>
<i>Middle Village</i>	<i>Brandy Creek</i>	<i>Trails</i>
<i>Ridgewood Trails</i>	<i>Turnbull Creek</i>	<i>Southaven</i>
<i>Glen St. Johns</i>	<i>Arlington Ridge</i>	<i>Madeira Beach</i>
<i>Bartram Springs</i>	<i>Magnolia West</i>	<i>Armstrong</i>
<i>Bainbridge</i>		

2 Communities

Hammock Dunes Communities
Queens Harbour - Jacksonville, FL
The Georgia Club - Statham, GA
Corolla Light POA - Corolla, NC
The Landings - Skidaway Island, GA
Beresford Hall Assembly - North Charleston, SC
Cumberland Harbour - St. Mary's, GA
Villas of Nocatee - Jacksonville, FL
Vizcaya HOA - Jacksonville, FL
Cimarrone POA - St. Johns, FL
Deercreek Country Club - Jacksonville, FL
Deerwood Country Club - Jacksonville, FL
Coastal Oaks - Ponte Vedra, FL
Preserve at Summer Beach - Fernandina Bch, FL
Amelia Park Neighborhood - Fernandina Bch, FL
Amelia Oaks - Fernandina Beach, FL
Coastal Oaks Amelia - Fernandina Beach, FL
Oyster Bay POA - Fernandina, FL
Oyster Bay Yacht Club - Fernandina, FL
Ocean Breeze HOA - Fernandina Beach, FL
The Enclave at Summer Beach - Fernandina Beach, FL
RiverPlace at Summer Beach - Fernandina Beach, FL
Amelia National - Fernandina, FL

We Have Worked With:

3 Condominiums

Carlton Dunes - Amelia Island, FL
Spyglass Villas - Amelia Island, FL
Ocean Club Villas - Amelia Island, FL
Sand Dollar Condo - Amelia Island, FL
Captain's Court - Amelia Island, FL
Dunes Club Villas - Amelia Island, FL
Villas at Summer Bch - Amelia Island, FL
Beachwood Villas - Amelia Island, FL
Coastal Cottages - Amelia Island, FL
Harrison Cove - Amelia Island, FL
Marina San Pablo - Jacksonville, FL
Laterra at World Golf - St. Augustine, FL
Surf Club III - Palm Coast, FL

The Peninsula - Jacksonville, FL
The Plaza at Berkman Plaza - Jacksonville, FL
1661 Riverside - Jacksonville, FL
Seascape - Jacksonville Beach, FL
Southshore Condominium - Jacksonville Beach, FL
Ocean Villas at Serenata Beach - St. Augustine, FL
Watermark - Jacksonville Beach, FL
Oceanic Condominium - Jacksonville Beach, FL
Ocean 14 Condominium - Jacksonville Beach, FL
Serena Point Condominium - Jacksonville Beach, FL
Oceania Condominium - Jacksonville Beach, FL
Cumberland On Church - Nashville, TN

4 Active Adult Communities

Del Webb Ponte Vedra - Ponte Vedra, FL
Stone Creek by Del Webb - Ocala, FL
Villages of Selay - St. Augustine, FL
Cascades at World Golf Village - St. Augustine, FL
The Haven at New Riverside - Bluffton, SC
Artisan Lakes - Jacksonville, FL

5 Religious/Schools

St. Mark's Episcopal Church - Brunswick, GA
Memorial Presbyterian - St. Augustine, FL
Grace Mem. Presbyterian - St. Augustine, FL
Trinity Episcopal Church - St. Augustine, FL
St. Mark's Towers - Brunswick, GA
Isle of Faith Methodist - Jacksonville, FL
Deermeadows Baptist - Jacksonville, FL
Frederica Academy - St. Simons Island, GA
Fishburne Military School - Waynesboro, VA
The Greenwood School - Jacksonville, FL

A Reserve Study Consists of:

1

Physical Analysis

Onsite evaluation of all components owned or maintained by the Association/District (roofs, streets, pools, Etc.) to determine component quantity, condition and remaining life. Our years of experience are critical for this step!

2

Financial Analysis

Creates a long-term plan that provides adequate funding for all reserve component with as moderate contributions as possible.

3

Following the Plan

Your report is easy to read with a detailed inventory of your major components that we verify with you. This maintains a historic record of replacements that tracks cost and facilitates report updates. We are available to review the report and address any concerns.



Services Offered							
	Level I Full Reserve Study		Level II Reserve Study Update		Level III Financial Update		Structural Integrity Reserve Study (SIRS)
Field Observations							
Vist Your Community	✓		✓		No		✓
Meet Board of Directors/Manager	✓		✓		Available		✓
Observe Association Assets	✓		✓		N/A		Specific Components
Quantify Components	✓		Completed in Original Report		Completed in Original Report		Specific Components
Establish Compoment Inventory	✓		Completed in Original Report		Completed in Original Report		Specific Components
Determine Component Condition/Remaining Life	✓		✓		Based on Association Input		Specific Components
Report Generation							
Apply Component Life Projections	Typical For Location		Typical For Location		Typical For Location		Typical For Location
Use Local Replacement Cost	Local Vendor Cost		Local Vendor Cost		Local Vendor Cost		Local Vendor Cost
General Remaining Life Projections	Based on Experience		Based on Experience		Based on Experience		Based on Experience
Test Various Funding Plans	Cash Flow or Component		Cash Flow or Component		Cash Flow or Component		Cash Flow or Component
Funding Plan	Custom Made		Custom Made		Custom Made		Custom Made
Data Output							
Provide Custom Funding Plan	✓		✓		✓		✓
Include Various Charts	✓		✓		✓		✓
Easy to Read Format	✓		✓		✓		✓
Photos of Major Components	✓		✓		✓		✓
Report Delivered In PDF File	✓		✓		✓		✓
CAI & APRA Standards Followed	✓		✓		✓		Florida Statute Requirements
Support							
Meeting to Review Report Subject to Availability	✓		✓		✓		✓
Phone/Video Support available	✓		✓		✓		✓
A Report Revision Included	✓		✓		✓		✓
Your Report Stored in Our Data Base	✓		✓		✓		✓
24/7 Support	✓		✓		✓		✓

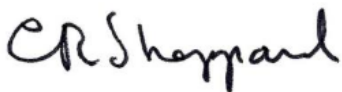
SCOPE OF WORK

August 21, 2025

Isles of Bartram Park CDD
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Attn: District Supervisors

Our scope of work includes producing an new reserve study that includes a site visit to observe major component condition, determine replacement cost and life projections. Components include: stormwater system, waterfall/pond entry feature, entry road to gates.



Charles R. Sheppard *RS PRA CCI*
President & Reserve Analyst

A. Physical Analysis

- The site visit includes meeting with your representative to discuss any maintenance or operational concerns. We observe major components to determine quantity, age, condition and remaining useful life. Quantities are determined by field measurement and internet measurement tools or aerial measurement services.
- Building walls, trim and other features are observed from ground level. Flat roofs are observed only if safe fixed stair access is available. Pitched roofs are observed from ground level. Building Systems are not operated.
- Underground components or utility lines are not evaluated, however, allowances for replacement can be included.
- Upon completion of the site visit, an inventory of major components is established which includes quantity, replacement cost and remaining useful life. We recommend you review this information and provide historical costs and previous replacement time for any components.
- CA assumes the accuracy of any information and data that you provide, without CA performing any independent verification of the information and data provided.
- You agree to provide CA with all available documents and information, including but not limited to, historical and financial information, the governing documents, and any other information requested and deemed necessary to complete the inspection and report of your property. You also agree to provide CA with access to all common areas of the property.

B. Financial Analysis

- A review of your current funding plan is completed to determine fund status and performance. We provide a funding plan using the Cash Flow Method (pooled cash) with a funding goal of adequate funding which keeps reserves above a percent funded or balance threshold level. If component funding (line item) is used, then full funding is the funding goal.

C. Your Reserve Study Includes

- Executive summary with current funding status, fund balances and assumptions.
- Cash Flow includes a 30-Year cash flow projection or a one-year component funding projection.
- Inventory of major components with replacement cost, useful and remaining life projections.
- Various charts and photographs of major components.
- Completed Report is sent via email in a PDF file. Printed & bound copies available at additional cost.
- CA's report contains opinions of estimated replacement costs or deferred maintenance expenses and remaining useful lives, which are neither a guarantee of the actual costs or expenses of replacement or deferred maintenance nor a guarantee of remaining useful lives of any property element.
- Your use of the report issued is limited to only its stated purposes. You acknowledge that CA is the exclusive owner of all intellectual property rights in and relating to its report. You hereby acknowledge that any use or reliance by you on the report for any unauthorized purpose is at your own risk and that you will be liable for the consequences of any unauthorized use or distribution of the report. Use or possession of the report by any unauthorized third party is prohibited. You may show the report in its entirety to the following third parties: members of your organization (including your directors, officers, members, tenants and prospective purchasers), your accountants, attorneys, financial institutions and property managers who need to review the information contained herein, and any other third party who has a right to inspect the report under applicable law including, but not limited, to any government entity or agency, or any utility companies. Without the written consent of CA, you shall not disclose the report to any other third party. By engaging our services, you agree that the report contains intellectual property developed and owned solely by CA and agree that you will not reproduce or distribute the report to any party that conducts reserve studies.

D. Payment Agreement and Terms

- One revision with limited adjustments is included for your report after your review within 30 days of issue. Additional revisions are invoiced for \$350.00 per issue. One site visit with a meeting is included. Additional site visits are invoiced at \$500.00 plus travel expenses each.
- To maintain excellent customer service and the requested delivery schedules CA asks that your acceptance of this proposal is made within 30 days. Signed proposals received after 30 days are subject to revision of delivery time and cost. If indicated a deposit fee may be required with the signed agreement to place your project in our production schedule and begin your study. A progress payment may be requested upon completion of the site visit depending on the size of the project. The remaining fee is due on receipt of the report. Payments not received 30 days after the invoice date are assessed at 1.5% interest per month. After 90 days have passed, due payments will be subject to additional charges for collection including attorney fees and other reasonable costs incurred by CA. Returned checks will be invoiced at \$25.00 each.
- CA's financial analysis is based on information provided by you, which CA assumes is accurate. Your report is a guide to be used for future capital component replacement planning, not a complete property inspection analysis.

E. Additional Terms

- CA performs its services as an independent contractor in accordance with its professional practice standards and its compensation is not contingent upon its conclusions.
- CA cannot and shall not provide an opinion on, nor is CA responsible for, your property's conformity to specific governmental code requirements for fire, building, earthquake, occupancy or otherwise.
- CA is not responsible for any conditions that have changed, or changes to your property, between the time of its inspection and the issuance of its report.
- CA does not investigate, nor assume any responsibility for, any existence or impact of any hazardous materials or structural defects that are latent or hidden defects that may or may not be present on or within your property.
- Except to the extent resulting from CA's willful misconduct in connection with the performance of its obligations under this Agreement, you agree to indemnify, defend, and hold Community Advisors, LLC and its affiliates, officers, managers, employees, agents, successors and assigns (each, an "CA Party") harmless from and against (and promptly reimburse each CA Party for) any and all losses, claims, actions, demands, judgments, orders, damages, expenses or liabilities, including, without limitation, reasonable attorneys' fees, asserted against or to which any CA Party may become subject in connection with this engagement, including, without limitation, as a result of any false, misleading or incomplete information which CA relied upon that was supplied by you or others under your direction, or which may result from any improper use or reliance on CA's report by you or third parties under your control or direction or to whom you provided such report.
- THE MAXIMUM LIABILITY (IF ANY) OF COMMUNITY ADVISORS, LLC WITH RESPECT TO THIS AGREEMENT AND COMMUNITY ADVISOR, LLC'S OBLIGATIONS HEREUNDER IS LIMITED TO THE AMOUNT OF FEES ACTUALLY RECEIVED BY COMMUNITY ADVISORS, LLC FROM YOU FOR THE SERVICES AND REPORT PERFORMED BY COMMUNITY ADVISORS, LLC AT YOUR PROPERTY UNDER THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. NOTWITHSTANDING ANY OTHER PROVISION IN THIS AGREEMENT TO THE CONTRARY, YOU AGREE THAT COMMUNITY ADVISORS, LLC SHALL NOT BE LIABLE FOR ANY GENERAL, DIRECT, SPECIAL, EXEMPLARY, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES.
- CA disclaims all representations and warranties whatsoever, express or implied or of any nature, with regard to the services and its report, including without limitation, merchantability or fitness for a particular purpose.
- This Agreement shall be governed in all respects by the laws of the state of Florida. Both Parties consent to jurisdiction under the state and federal courts within Duval County, Florida, and the prevailing party shall be entitled to recover all cost, fees, and expenses incurred in such action from the other party.

- **Waiver of Jury Trial.** The Parties knowingly and intentionally, irrevocably and unconditionally, waive any and all right to a trial by jury in any litigation arising out of or concerning this Agreement.
- Should any portion of this Agreement be deemed unenforceable by a court of competent jurisdiction, the remaining portions shall remain unaffected and be interpreted as if such unenforceable portions were initially deleted.
- If CA is ever, at any time in the future, called and/or required to be a witness; to answer discovery in any formal legal action; to provide deposition testimony; to provide testimony at trial; to make any filings in a legal proceeding; to provide information, respond in writing, or to communicate formally with any governmental entity or judicial forum; to participate in any mediation or arbitration; or to otherwise participate in any legal proceeding due to CA's services and/or written reports provided to you, then you agree to reimburse CA for its time at a rate of \$200.00 per hour for each hour that CA, including any employees, must dedicate to such matter, issue, or event. CA will provide you with an invoice for its time dedicated to such matter, issue, or event, and payment is due from you 30 days after the invoice date. Payments not received 30 days after the invoice date are assessed 1.5% interest per month. After 90 days have passed, due payments will be subject to additional charges for collection including attorney fees and other reasonable costs incurred by CA. Returned checks will be invoiced at \$25.00 each.
- This Agreement constitutes the entire agreement of the Parties with respect to the scope of work and supersedes all prior agreements, both written or oral, made or entered into by the Parties. Neither party has relied upon any representation not contained in this Agreement. This Agreement may not be amended or modified in any way except by an instrument in writing executed by each party.
- This Agreement is not assignable by either party.
- Neither party is liable to the other for any failure to perform due to causes beyond its reasonable control including, but not limited to, acts of God, acts of civil authorities, acts of military authorities, riots, acts of nature and natural disasters, embargo, fire, flood, pandemic and other acts which may be due to unforeseen circumstances, provided, however, that you shall not be relieved from your obligations to make any payment(s) to CA when due hereunder.
- This Agreement is made solely and specifically between, and for the benefit of, the Parties hereto, and no other person shall have any rights, interest or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third-party beneficiary or otherwise. You hereby for yourself and other parties claiming under you, release and discharge CA from and against all claims arising from the hazards covered by your insurance, it being expressly agreed and understood that no insurance company or insurer will have any right of subrogation against CA.
- This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which together will constitute one and the same instrument. Facsimile, e-mail, or other electronic transmission and electronic signatures are acceptable to bind the Parties.

This Agreement for consulting services is accepted on the below-listed date and by your signature below

Professional Fee: \$2,800.00

Deposit Required: N/A

Name Of District: _____

Authorized Signature: _____ Title: _____

Printed Name: _____ Date: _____

Phone Number: _____ Email: _____

Lets Partner!



Charlie Sheppard PRA, RS, CCI
CSheppard@communityadvisors.com
904-303-3275



Visit Our Website!

B.

PREPARED FOR:

**Isles of Bartram Park
Community Development**



Reserve Study Proposal

PREPARED BY:

Paul Grifoni, PRA, RS

Engineer
Reserve Specialist, RS
Professional Reserve Analyst, PRA
Licensed Home Inspector



Custom Reserves

5470 E Busch Blvd., Unit 171
Tampa, FL 33617
Office: (888) 927-7865
Fax: (813) 200-8448
www.CustomReserves.com



Isles of Bartram Park Community Development District Reserve Study Proposal

Sarah Sweeting

District Manager

Isles Of Bartram Park Community Development District
Reference #1566

Thomas Ivy Blvd
Saint Johns, FL

30+
YEARS OF
EXPERIENCE

Dear Board of Supervisors:

Thank you for the opportunity to be of service to your community. Custom Reserve's takes great pride in our work and in helping all our clients navigate through the Reserve Study process.

A Reserve Study is a key financial planning tool that helps Management and the Board in maintaining the common property components and planning for the future.

Included in Your Reserve Study:

- **Excellent communication** with our team. Custom Reserve's listen to its clients' concerns. From the timing of the inspection and report delivery to the financial or physical aspects of the community, Custom Reserve's always listen and hear your concerns.
- **Industry-leading experience** in all varieties of associations, community development districts, cooperatives commercial properties, and more! With over 25 years of experience in the industry, Custom Reserve's take the guess work out of budget season.
- **Timely contract completion** is a must. Custom Reserve's understands how important your receivables can be for budget and community meetings. Custom Reserve's takes great care in saying what it means and meaning what is said when it comes to delivery.
- **Accuracy** in results. The results depicted in a reserve study are only as good as the estimates of useful life, replacement cost and age of the individual components. More experience leads to greater accuracy in our product.
- **Relationship-building** is paramount. A reserve study should be updated periodically to keep up to date with changes in construction costs, inflation and interest rate, and new technology. Custom Reserve's puts our client relationships at the forefront of our core values.

Isles of Bartram Park Community Development District Reserve Study Proposal

Benefits of a Custom Reserves Report

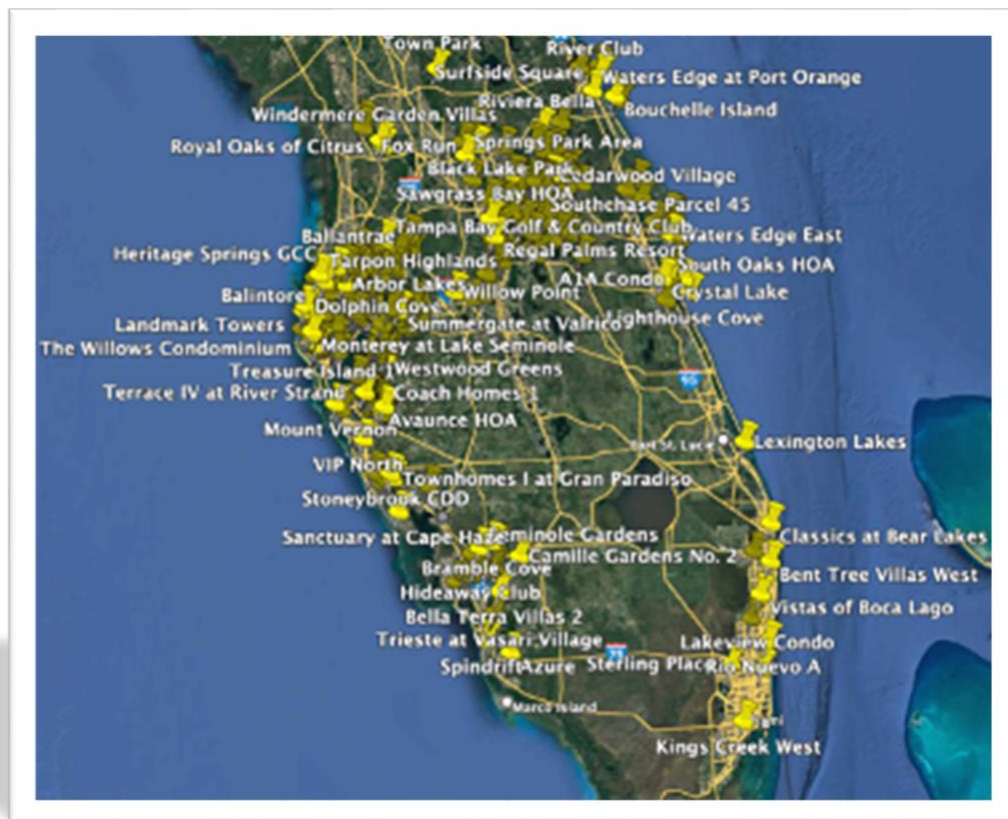
- **Proper and accurate** reserve planning for the future
- **Increased awareness** of upcoming major property repairs and replacements
- **Maximized** property and re-sale values when adequately funded
- **Increased** likelihood of loans being granted by lenders when adequately funded
- **Decreased** stress in knowing that a special assessment is not looming around the corner!

[Click Here](#)

For More Information



Florida Clients Served



Isles of Bartram Park Community Development District Reserve Study Proposal

Report Content and Data Visualization

CONDITION MODEL				
Component Type	Component Name	Condition	Urgency	1st Year of Replacement
Exterior Building	Chimney Caps, Partial Replacements	5	✓	2027
Exterior Building	Roofs, Aluminum-Coated Shakes (Incl. Soffit and Fascia)	6	✓	2050
Exterior Building	Walls, Siding, Wood, Paint Finishes, Phased	6	✓	2023
Exterior Building	Walls, Siding, Wood, Partial Replacements	6	✓	2023
Property Site	Asphalt Pavement, Crack Repair and Patch	4	!	
Property Site	Asphalt Pavement, Mill and Overlay, Phased	4	!	
Property Site	Concrete Streets and Common Flatwork, Partial Replacement	5	!	
Property Site	Light Fixtures, Bollards (Incl. Pool Area)	6	✓	
Property Site	Pipes, Subsurface Utilities, Partial Replacement	7	✓	
Clubhouse	Clubhouse, Deck, Composite and Wood, Replacement (Incl. Rail)	10	✓	
Clubhouse	Clubhouse, Exterior Renovation	7	✓	
Clubhouse	Clubhouse, HVAC Equipment, Replacement	7	✓	
Clubhouse	Clubhouse, Interior Renovations	6	✓	
Clubhouse	Clubhouse, Parking Area and Pool, Light Poles and Fixtures	7	✓	
Clubhouse	Clubhouse, Roof, Aluminum (Incl. Gutters and Downspouts)	8	✓	2050
Clubhouse	Clubhouse, Windows and Doors	6	!	2028
Pool	Pool, Bulkhead, Wood, Replacement	3	✗	2024
Pool	Pool, Deck, Pavers, Replacement (Incl. Clubhouse Area)	4	!	2028
Pool	Pool, Fence, Metal, Replacement	5	!	2028
Pool	Pool, Finishes, Plaster and Tile (Incl. Coping)	6	!	2028
Pool	Pool, Structure and Deck, Total Replacement	7	!	2028
Pool	Pool, Trash Receptacles	8	!	2028

Easily view
components by
**Condition and
Urgency**

PROPERTY COMPONENT MODEL			COMMON COMPONENTS (X)			REMAINING COMPONENTS (O)	
COMPONENT	RESERVES	OPERATING	LONG-LIVED	OWNER	OTHER		
Asphalt Pavement, Crack Repair and Patch	X						
Asphalt Pavement, Mill and Overlay, Phased	X						
Chimney Caps, Partial Replacements	X						
Clubhouse, Bicycle Rack		X					
Clubhouse, Deck, Composite and Wood, Replacement (Incl. Rail)	X						
Clubhouse, Exterior Renovation	X						
Clubhouse, HVAC Equipment, Replacement	X						
Clubhouse, Interior Renovations	X						
Clubhouse, Parking Area and Pool, Light Poles and Fixtures	X						
Clubhouse, Roof, Aluminum (Incl. Gutters and Downspouts)	X						
Clubhouse, Windows and Doors	X						
Driveways at Cluster Homes				O			
Streets and Common Flatwork, Partial Replacement	X						
Light Fixtures, Serving Cluster Homes				O			
Walkways, Serving Cluster Homes				O			
Less Than \$7,000		X					
Pool, Bulkhead, Wood, Replacement	X						O
Pool, Deck, Pavers, Replacement (Incl. Clubhouse Area)	X						O
Pool, Fence, Metal, Replacement	X						O
Pool, Finishes, Plaster and Tile (Incl. Coping)	X						O
Pool, Structure and Deck, Total Replacement	X						O
Pool, Trash Receptacles		X					

Easily view
components by
**Funding Source and
Responsibility**

Isles of Bartram Park Community Development District Reserve Study Proposal

Objectives

Conduct an on-site inspection of the common property, document condition and forecast a customized funding plan required to replace or repair these elements as they wear out over the course of their useful lives.

Scope of Services

1. An on-site meeting with Management and/or the Board.
2. Physical Analysis that includes an on-site inspection of the common property documented by photographs.
3. 30-year replacement/repair schedule that includes custom useful lives.
4. Financial Analysis with a 30-year Cash Flow and/or Component method of funding.
5. Electronic copy in PDF format of the Reserve Study that includes a detailed narrative including tables, graphs and charts depicting the findings.
6. Expenditures and Funding Plan in Excel upon request.
7. One hard copy of the Full Reserve Study upon request.
8. Free unlimited phone and online support.
9. One revision of the study up to the end of the current fiscal year.

Affiliations

Our services are provided by an Engineer with reserve study credentials from the Association of Professional Reserve Analysts (APRA) and Community Associations Institute (CAI). Additional qualifications include a Licensed Home Inspector with the Florida Association of Building Inspectors, construction management experience including estimating and scheduling.

Custom Reserves experience includes inspection and condition analysis of hundreds of communities. A partial list of relevant experience is included on the last page.



Isles of Bartram Park Community Development District

Reserve Study Proposal

When the Reserve Study is complete, your community will have access to live support and edit capability until the budget is approved. These revisions include adjustments to variables such as costs, times of replacement, inflation, and interest rates.

Cost estimates are based on localized information gathered from resources that include, but are not limited to, local vendors and industry databases, combined with experience in home building, site development and actual data gathered from conducting thousands of reserve studies, collectively. Useful lives are generated from several factors such as environment, construction materials and historical information.

Client Responsibilities

This project requires involvement by your accounting personnel. To help achieve a smooth and successful implementation, it will be your responsibility to perform the following:

1. Include a copy of the financial statements i.e. (balance sheet, income statement and/or copy of the annual budget along with other financial reports.)
2. Supply the governing documents if applicable.
3. Provide access to all common areas.
4. Disclose known historical information.

Report Use

You may show our report in its entirety to those third parties who need to review the information contained herein. The Client and other third parties viewing this report should not reference Custom Reserves or our report, in whole or in part, in any document prepared and/or distributed to third parties without our written consent. This report contains intellectual property by Custom Reserves, LLC specified to this engagement.

Client agrees to indemnify and hold harmless Custom Reserves against any and all losses, claims, actions, damages, expenses or liabilities, including attorney's fees, to which Custom Reserves may become subject in connection with this engagement, because of any false, misleading or incomplete information supplied by client or third parties under client's control or direction.

The inspection and analysis of the subject property is limited to visual observations and is noninvasive. Custom Reserves does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, structural, latent or hidden defects which may or may not be present on or within the property. Our opinions of estimated costs and remaining useful lives are not a guarantee or a warranty of the common components.

Client Name

Custom Reserves maintains the confidentiality of all conversations, documents provided and the contents of the report, subject to legal or administrative process or proceedings. These conditions can only be modified by written documents executed by both parties.

Isles of Bartram Park Community Development District Reserve Study Proposal



[Click Here](#)

For Sample Report

Components Anticipated to be Included in Your Custom Reserve Study

Component Category	Component Name
Property Site	Asphalt Pavement Concrete Flatwork Irrigation System Lighting Pavers Retaining Walls Ponds Storm Water System Signage

Isles of Bartram Park Community Development District Reserve Study Proposal

Confirmation of Services

REF #: 1566

Fee estimates are based on the components summarized in the previous table. The fee for this Full Reserve Study is ----- **\$4,100.**

Custom Reserves appreciates the opportunity to be of service. Upon acceptance of this proposal, **please sign and return this page along with a fifty percent (50%) retainer payment.** We will contact you to schedule a site visit and inspection upon receipt of this payment. The remaining balance will be due upon receipt of the report.

This letter sets forth the understanding of the community and serves as confirmation of services provided by Custom Reserves.

Owner reserves the right to reject any and/or all Proposals received, and to rebid if the Owner deems necessary. Owner is not subject to pay any costs incurred by Vendors in the preparation and submission of their Proposals.

Sincerely,



Paul Grifoni, PRA, RS

Engineer
Reserve Specialist
Professional Reserve Analyst
Licensed Insurance Adjuster
Licensed Home Inspector



5470 E Busch Blvd., Unit 171
Tampa, FL 33617
Office: (888) 927-7865
Fax: (813) 200-8448
contact@customreserves.com
www.CustomReserves.com



Accepted By

Title

Date

Isles of Bartram Park Community Development District Reserve Study Proposal

Experience

Experience includes condominiums, homeowners associations, planned unit developments, property owner associations, co-operatives and community development districts with construction styles that range from townhouses to hi-rises. Other experience includes specialty establishments such as golf clubs, international properties, vacation ownership resorts (timeshares) as well as worship, retreat and camp facilities.

A partial list of recent reserve study experience follows below:

Tradewinds is an apartment style development built in 1974, located in St. Augustine, FL and is responsible for the common elements shared by 60 owners within five three-story buildings. The development also contains a clubhouse, pool, dock, dune walkover and sea wall. **Sullivan Ranch** is a planned unit development located in Mount Dora, Florida and is responsible for the common components shared by 692 homes established in 2006. The Association is also responsible for the replacement of the roofs and painting of a Service Area that comprises 34 Villas and 32 Garden units. The development contains clubhouse, pool and property site components.

Somerset Community Development District Is a local unit of special purpose government located within Walton County, Florida established by the county in 2005. The District has constructed and/or acquired certain public infrastructure within the Alys Beach Community developed by EBSCO Gulf Coast Development, Inc. The development also contains other property site components such as a beach dune, irrigation system and street pavers.

The Gallery Homes of Tapestry Park Is a commercial condominium located in Jacksonville FL built in 2008 and responsible for the common elements shared by 21 homes and 12 retail units within 3 three-story buildings.

Harbor Bay Community Development District owns and operates the community areas of Mira Bay in Apollo Beach FL including common areas, recreational facilities, public roadways, storm water management systems, street lighting, landscaping, clubhouse with café, lap pool, waterslide, clay tennis courts 35,000 linear feet of sea wall, boatlifts.

C.



Long-term thinking. Everyday commitment.

Michael Silvaes, Account Specialist

(813) 536-7198

michael@reserveadvisors.com

Property Wellness Reserve Study Program Proposal Level I Reserve Study

Isles of Bartram Park Community Development
District
Fruit Cove, Florida



Reserve Advisors

Your Property Wellness Consultants



Our Property Wellness Reserve Study Program

Your home is the most expensive personal property you will ever own. The responsibility for preserving its value reaches beyond your home to include the spaces you share with your neighbors. Structures, systems, streets and amenities must be maintained to protect the value of your investment. But the required responsibility often stretches beyond individual knowledge and expertise. That's why associations turn to Reserve Advisors. As your property wellness consultants, our reserve study helps associations understand their assets, expected lifespans, and both the budgets and maintenance needed to keep them in great working order.



A Proactive Property Wellness Program

Our engineers provide a thorough evaluation of your property and shared assets, and create a strong, informed plan to maximize your community's physical and financial wellness for the long haul. Because proactive care ensures that your shared property is cared for the way you would care for your home. We have been helping communities thrive for over 30 years. But the job we are obsessed with is making sure you and your neighbors have what you need to protect your property today and prevent costly and avoidable repairs tomorrow. It is the best way to care for the place that makes you feel welcome, safe, secure and proud.



Threshold Funding Strategy

The most stable and equitable approach to funding reserves, this strategy aggregates all future expenditures and calculates annual reserve contributions such that the reserve balance never falls below a minimum threshold.

Helping Communities Thrive for Over 30 Years

With a team of 60+ engineers whose engineering backgrounds include civil, structural, mechanical, and more, we have over 350 years of combined experience conducting reserve studies for common interest realty associations nationwide. Our service area is one of the largest in the industry, and we pride ourselves on delivering unbiased recommendations that give communities the plans they need to ensure the future well-being of the property.

37,000+

RESERVE STUDIES CONDUCTED

19,000+

ASSOCIATIONS SERVED

3,950,000+

RESIDENTS SERVED

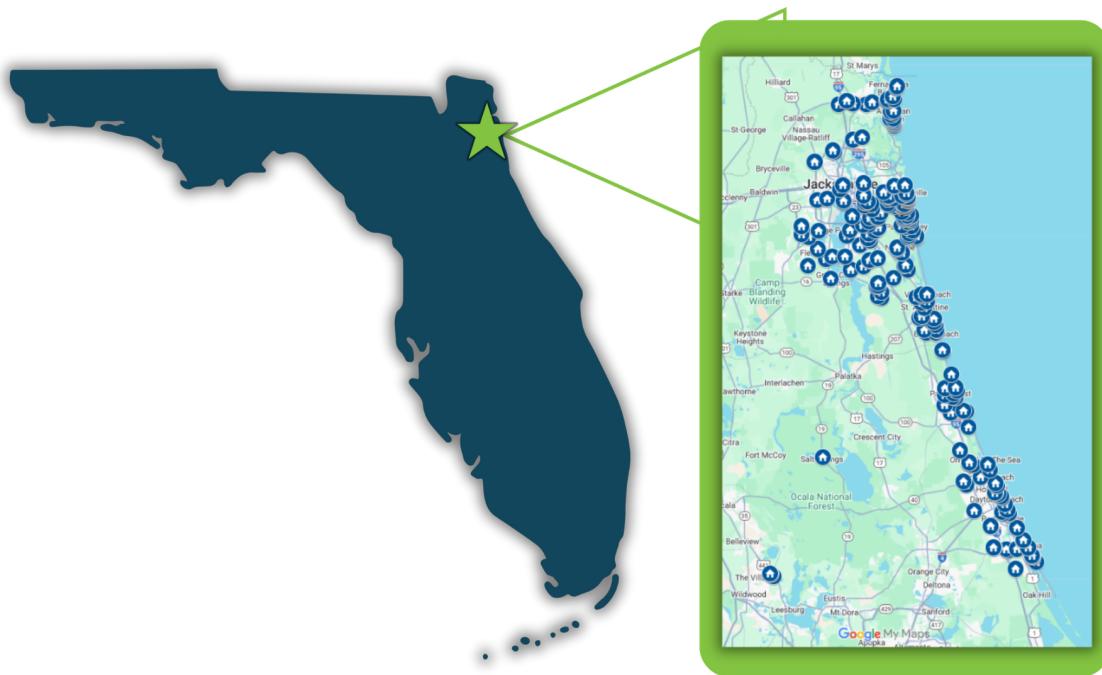
Industry Leadership

We were instrumental in pioneering the Community Association Institute's (CAI) Reserve Study Standards, and were influential in revising these standards in 2023 through our participation in an industry task force. This diverse group included reserve specialists, professional managers, community board members, attorneys, and accountants. Additionally, we continue to shape best practices in the field through active involvement with the Foundation for Community Association Research (FCAR), including chairing the Reserve Study Best Practices Report.

As a national member of CAI, we are actively involved in over 30 chapters nationwide, regularly supporting the organization's members through structured education, speaking engagements, and publications for managers and board members. Our leadership team members, Michelle Baldry and Matt Kuisle, are board members of FCAR and CAI, respectively. In addition to complying with legislative requirements specific to reserve studies, we are compliant with and/or accredited by:

- Association of Professional Reserve Analysts (APRA)
- Community Associations Institute (CAI)
- American Institute of Certified Public Accountants (AICPA)

Your Trusted Neighborhood Partner



Hear What Our Clients Say



"Lisa Pham was amazing to work with throughout the reserve study process. She has been quick to respond to any and all questions our Board of Directors had, and her in-depth answers were well received by our Unit Owners during our monthly board meeting. Lisa's presentation exceeded our expectations, and we look forward to working with her again in the future."

Afsheen Awan, General Manager
Lexington Square Condominiums



"I greatly appreciated Reserve Advisors' level of engagement with our HOA officers throughout the entire process from our initial meeting, through their site visit and the publication of our study. Fred was very thorough and detailed and he addressed all our concerns and issues as well as presented solid, realistic, and executable recommendations."

James Holland, Vice President & Treasurer
Fallstone of Alexandria Homeowners Association

Level I Full Reserve Study



	LEVEL I	LEVEL II	LEVEL III
	FULL RESERVE STUDY	RESERVE STUDY UPDATE WITH SITE-VISIT	RESERVE STUDY WITHOUT SITE-VISIT
		RESERVE STUDY PROCESS	
ONSITE VISUAL INSPECTION	✓	✓	
PRE-INSPECTION MEETING	✓	✓	
COMPONENT INVENTORY PLUS COMPONENT QUANTITIES & MEASUREMENTS	Established	Re-Assessed/Evaluated	Reflects prior study
CONDITION ASSESSMENTS	Based on visual observation	Based on visual observation	As reported by association
USEFUL LIFE ESTIMATES	Based on engineer's condition assessment	Based on engineer's condition assessment	Based on client's reported condition
VALUATION/COST ESTIMATES VIA PROPRIETARY BID DATABASE	Established for each reserve component	Re-evaluated for each reserve component	Re-evaluated for each reserve component
		KEY DELIVERABLES	
MEETS AND EXCEEDS CAI'S NATIONAL RESERVE STUDY STANDARDS	✓	✓	✓
PRIORITIZED LIST OF CAPITAL EXPENDITURES	✓	✓	✓
CUSTOMIZED RECOMMENDED FUNDING PLAN(S)	✓	✓	✓
RECOMMENDED PREVENTATIVE MAINTENANCE ACTIVITIES	✓	✓	
INCLUSION OF LONG-LIVED ASSETS	✓	✓	✓
ELECTRONIC REPORT	Comprehensive report with component detail	Comprehensive report with component detail	Executive summary overview
EXCEL SPREADSHEETS	✓	✓	✓
SUPPORT WITH IMPLEMENTATION OF REPORT	✓	✓	✓
COMPLIMENTARY REPORT REVISION	✓	✓	
UNCONDITIONAL POST-STUDY SUPPORT AT NO ADDITIONAL COST INCLUDING REPORT PRESENTATION	✓	✓	✓
	★ RECOMMENDED SERVICE LEVEL		

We are proposing a Level I Full Reserve Study. This service involves developing a component list and quantification of each item - a crucial aspect often overlooked by unqualified providers. This service is suitable for communities that have never undergone a reserve study, as well as those contemplating a change in reserve study providers. Conducting a Level I Reserve Study allows us to not only verify the accuracy of the component inventory and related quantities/measurements with certainty - the foundation of any reserve study - but to also present capital planning recommendations with unwavering confidence.

Property Wellness Reserve Study Program

Reserve Advisors will perform a Level I Reserve Study in accordance with Community Associations Institute (CAI) National Reserve Study Standards. Your reserve study is comprised of the following:

Physical Analysis: The reserve study consultant will develop a detailed list of reserve components, also known as a component inventory, and related quantities for each. We will complete a condition assessment or physical evaluation for each reserve component and the current condition of each will be documented with photographs. Life and cost estimates will be performed to determine estimated useful lives, remaining useful lives and current cost of repair or replacement.

Financial Analysis: The reserve study consultant will identify the current reserve fund status in terms of cash value and prepare a customized funding plan. The funding plan outlines recommended annual reserve contributions to offset the future cost of capital projects over the next 30 years.

Property Description

Isles of Bartram Park Community Development District comprises the following reserve components:

Streets and Curbs, Irrigation System, Monuments, Landscaping, Pond(s), and other property specifically identified that you'd like us to include.

Scope of work includes all property owned-in-common as defined in your association's declaration and other property specifically identified that you'd like us to include.

Key Elements of Your Property Wellness Reserve Study Program

Reserve Advisors' Exclusive Tools

Reserve Advisors' exclusive tools allow you to make informed decisions to maintain your association's long-term physical and financial health.



Reserve Expenditures

View your community's entire schedule of prioritized expenditures for the next 30 years on one easy-to-read spreadsheet.

[View Example](#)

Funding Plan

Establishes the most stable and equitable recommended annual reserve contributions necessary to meet your future project needs.

[View Example](#)

Reserve Funding Graph

Highlights your community's current financial health and provides visibility to your projected cash flow over the next 30 years.

[View Example](#)

Component Specific Details

Including photographic documentation of conditions, project specific best practices outlining the scope of future projects, and preventative maintenance activities to maximize component useful lives.

[View Example](#)

Excel Spreadsheets

Empowering you to make more informed decisions by adjusting project schedules, future costs, and annual contributions in real time.

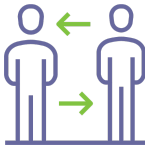
For Confidence in All Decisions



Personalized Experience Guarantee

As your trusted advisor, we are committed to providing clarity on the true cost of property ownership through a comprehensive capital planning solution and unmatched advisory services. If the experience we provide fails to live up to your expectations, contact us at any time for a refund.

Your property is your biggest investment. **Here's why we're the right partner to protect it.**



Full Engagement

It's our job to understand your specific concerns and to discuss your priorities in order to ensure your experience exceeds expectations.



Detailed Understanding

We will do whatever it takes to ensure you have complete confidence in interpreting and putting into practice our findings and recommendations.



Ongoing Support

Unlike other firms, we provide current and future boards with additional insight, availability to answer questions and guidance well beyond report delivery.



RA is comprised of a highly professional team with the depth of knowledge, access to extensive research resources, and sensitive interpersonal skills needed to collaborate with our community group comprised of board members and ad-hoc committee members to produce a detailed and relevant reserve study vital to keeping our community in a strong fiscal position as we plan for the future. Our engineer did an excellent job preparing the community for the site visit, listening to and incorporating information shared by our stakeholders, and leading them through a virtual meeting review of the completed study, answering questions and noting tweaks needed to finalize the reserve study for the community.

Ellen C. | Treasurer



The Time to Protect Your Property's Long-Term Health is Now

This proposal, dated 8/27/2025, for a Reserve Study, is valid for 90 days.

To Start Your Property Wellness Reserve Study Program Today:

1. Select the service options below to confirm scope of engagement

Service	Price
Reserve Study (Level I) This service includes a pre-project meeting to discuss your unique needs and priorities with our engineer. You'll receive: 1) a PDF report with 30-year expenditure and funding plan tables, 2) Excel spreadsheet with formulas, and 3) Complimentary support with implementation of your study and ongoing guidance.	\$5,000.00
We provide ongoing, tailored support—at no additional cost. We'll meet with you to walk through your study, explain key recommendations, and answer any questions—ensuring you have the knowledge and confidence to make informed decisions for your community's long-term success.	

Total **\$5,000.00**

2. Sign below

Signature: _____

Title: _____

Name: _____

Date: _____

For: Isles of Bartram Park Community

Ref: 253380

Development District

3. Pay 50% retainer. An invoice will be emailed to you upon project authorization.

Mailing Address
Reserve Advisors, LLC
PO Box 88955
Milwaukee, WI 53288-8926

ACH
Send Remittances to 'accounting@reserveadvisors.com' at time of payment
Checking Account Number: 151391168
Routing Number: 075905787
Financial Institution: First Business Bank
17335 Golf Parkway, Suite 150 | Brookfield, WI 53045

You will receive your electronic report approximately four (4) weeks after our inspection, based on timely receipt of all necessary information from you. Authorization to inspection time varies depending on demand for our services. This proposal, dated 8/27/2025, is valid for 90 days, and may be executed and delivered by facsimile, portable document format (.pdf) or other electronic signature pages, and in any number of counterparts, which taken together shall be deemed one and the same instrument. One complimentary hard copy report is available upon request.

Professional Service Conditions

Our Services - Reserve Advisors, LLC ("RA") performs its services as an independent contractor in accordance with our professional practice standards and its compensation is not contingent upon our conclusions. The purpose of our reserve study is to provide a budget planning tool that identifies the current status of the reserve fund, and an opinion recommending an annual funding plan, to create reserves for anticipated future replacement expenditures of the subject property. The purpose of our energy benchmarking services is to track, collect and summarize the subject property's energy consumption over time for your use in comparison with other buildings of similar size and establishing a performance baseline for your planning of long-term energy efficiency goals. The purpose of our Milestone Phase I is to evaluate the structural integrity of the building on the subject property and provide an inspection report summarizing our findings related to structural issues, or lack thereof.

In each case, our inspection and analysis of the subject property is limited to visual observations, is noninvasive and is not meant to nor does it include investigation into statutory, regulatory or code compliance. RA inspects sloped roofs from the ground and inspects flat roofs where safe access (stairs or ladder permanently attached to the structure) is available. Our energy benchmarking services with respect to the subject property is limited to collecting energy and utility data and summarizing such data in the form of an Energy Star Portfolio Manager Report or any other similar report, and hereby expressly excludes any recommendations with respect to the results of such energy benchmarking services or the accuracy of the energy information obtained from utility companies and other third-party sources with respect to the subject property. Our Milestone Phase I inspections are limited to a visual examination of habitable and uninhabitable areas of the building, including the primary structural members and systems. The inspection aims to determine the presence of substantial structural deterioration, and unsafe or dangerous conditions with the structure. The reserve report, Milestone Phase I report, and any energy benchmarking report (i.e., any Energy Star Portfolio Manager Report) (including any subsequent revisions thereto pursuant to the terms hereof, collectively, the "Report") are based upon a "snapshot in time" at the moment of inspection. RA may note visible physical defects in the Report. The inspection is made by employees generally familiar with real estate and building construction. Except to the extent readily apparent to RA, RA cannot and shall not opine on the structural integrity of or other physical defects in the property under any circumstances. Without limitation to the foregoing, RA cannot and shall not opine on, nor is RA responsible for, the subject property's conformity to specific governmental code requirements for fire, building, earthquake, occupancy or otherwise.

RA is not responsible for conditions that have changed between the time of inspection and the issuance of the Report. RA does not provide any invasive testing whatsoever (including, without limitation, on any mechanical systems that provide energy to the property), nor can RA opine on any system components that are not easily accessible during the inspection. RA does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, such as asbestos, urea-formaldehyde foam insulation, other chemicals, toxic wastes, environmental mold or other potentially hazardous materials or structural defects that are latent or hidden defects which may or may not be present on or within the property. RA does not make any soil analysis or geological study as part of its services, nor does RA investigate vapor, water, oil, gas, coal, or other subsurface mineral and use rights or such hidden conditions, and RA assumes no responsibility for any such conditions. The Report may contain opinions of estimated replacement costs or deferred maintenance expenses and remaining useful lives, which are neither a guarantee of the actual costs or expenses of replacement or deferred maintenance nor a guarantee of remaining useful lives of any property element.

RA assumes, without independent verification, the accuracy of all data provided to it. Except to the extent resulting from RA's willful misconduct in connection with the performance of its obligations under this agreement, you agree to indemnify, defend, and hold RA and its affiliates, officers, managers, employees, agents, successors and assigns (each, an "RA Party") harmless from and against (and promptly reimburse each RA Party for) any and all losses, claims, actions, demands, judgments, orders, damages, expenses or liabilities, including, without limitation, reasonable attorneys' fees, asserted against or to which any RA Party may become subject in connection with this engagement, including, without limitation, as a result of any false, misleading or incomplete information which RA relied upon that was supplied by you or others under your direction, or which may result from any improper use or reliance on the Report by you or third parties under your control or direction or to whom you provided the Report. NOTWITHSTANDING ANY OTHER PROVISION HEREIN TO THE CONTRARY, THE AGGREGATE LIABILITY (IF ANY) OF RA WITH RESPECT TO THIS AGREEMENT AND RA'S OBLIGATIONS HEREUNDER IS LIMITED TO THE AMOUNT OF THE FEES ACTUALLY RECEIVED BY RA FROM YOU FOR THE SERVICES AND REPORT PERFORMED BY RA UNDER THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. YOUR REMEDIES SET FORTH HEREIN ARE EXCLUSIVE AND ARE YOUR SOLE REMEDIES FOR ANY FAILURE OF RA TO COMPLY WITH ITS OBLIGATIONS HEREUNDER OR OTHERWISE. RA SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY LOST PROFITS AND LOST SAVINGS, LOSS OF USE OR INTERRUPTION OF BUSINESS, HOWEVER CAUSED, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), BREACH OF WARRANTY, STRICT LIABILITY OR OTHERWISE, EVEN IF RA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL RA BE LIABLE FOR THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES. RA DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED OR OF ANY NATURE, WITH REGARD TO THE SERVICES AND THE REPORT, INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Professional Service Conditions - Continued

Report - RA will complete the services in accordance with the Proposal. The Report represents a valid opinion of RA's findings and recommendations with respect to the reserve study or Milestone Phase I, as applicable, and is deemed complete. RA will consider any additional information made available to RA within 6 months of issuing the Report and issue a revised Report based on such additional information if a timely request for a revised Report is made by you. RA retains the right to withhold a revised Report if payment for services was not tendered in a timely manner. All information received by RA and all files, work papers or documents developed by RA during the course of the engagement shall remain the property of RA and may be used for whatever purpose it sees fit. RA reserves the right to, and you acknowledge and agree that RA may, use any data provided by you in connection with the services, or gathered as a result of providing such services, including in connection with creating and issuing any Report, in a de-identified and aggregated form for RA's business purposes.

Your Obligations - You agree to provide us access to the subject property for an inspection. You agree to provide RA all available, historical and budgetary information, the governing documents, and other information that we request and deem necessary to complete the Report. Additionally, you agree to provide historical replacement schedules, utility bills and historical energy usage files that RA requests and deems necessary to complete the energy benchmarking services, and you agree to provide any utility release(s) reasonably requested by RA permitting RA to obtain any such data and/or information from any utility representative or other third party. You agree to pay actual attorneys' fees and any other costs incurred to collect on any unpaid balance for RA's services.

Use of Our Report and Your Name - Use of the Report is limited to only the purpose stated herein. You acknowledge that RA is the exclusive owner of all intellectual property rights in and relating to the Report. You hereby acknowledge that any use or reliance by you on the Report for any unauthorized purpose is at your own risk and that you will be liable for the consequences of any unauthorized use or distribution of the Report. Use or possession of the Report by any unauthorized third party is prohibited. The Report in whole or in part **is not and cannot be** used as a design specification for design engineering purposes or as an appraisal. You may show the Report in its entirety to the following third parties: members of your organization (including your directors, officers, tenants and prospective purchasers), your accountants, attorneys, financial institutions and property managers who need to review the information contained herein, and any other third party who has a right to inspect the Report under applicable law including, but not limited to, any government entity or agency, or any utility companies. Without the written consent of RA, you shall not disclose the Report to any other third party. By engaging our services, you agree that the Report contains intellectual property developed (and owned solely) by RA and agree that you will not reproduce or distribute the Report **to any party that conducts reserve studies without the written consent of RA.**

RA will include (and you hereby agree that RA may include) your name in our client lists. RA reserves the right to use (and you hereby agree that RA may use) property information to obtain estimates of replacement costs, useful life of property elements or otherwise as RA, in its sole discretion, deems appropriate.

Payment Terms, Due Dates and Interest Charges - The retainer payment for any reserve study, Milestone Phase I inspection, and/or combined services is due upon execution of this agreement and prior to the inspection by RA, and any balance is due net 30 days from the Report shipment date. If only energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and any balance is due net 30 days from the Report shipment date. In any case, any balance remaining 30 days after delivery of the Report shall accrue an interest charge of 1.5% per month. Unless this agreement is earlier terminated by RA in the event you breach or otherwise fail to comply with your obligations under this agreement, RA's obligations under this agreement shall commence on the date you execute and deliver this agreement and terminate on the date that is 6 months from the date of delivery of the Report by RA. Notwithstanding anything herein to the contrary, each provision that by its context and nature should survive the expiration or early termination of this agreement shall so survive, including, without limitation, any provisions with respect to payment, intellectual property rights, limitations of liability and governing law. We reserve the right to limit or decline refunds in our sole discretion. Refunds vary based on the applicable facts and circumstances.

Miscellaneous - Neither party shall be liable for any failures or delays in performance due to fire, flood, strike or other labor difficulty, act of God, act of any governmental authority, riot, embargo, fuel or energy shortage, pandemic, wrecks or delays in transportation, or due to any other cause beyond such party's reasonable control; provided, however, that you shall not be relieved from your obligations to make any payment(s) to RA as and when due hereunder. In the event of a delay in performance due to any such cause, the time for completion or date of delivery will be extended by a period of time reasonably necessary to overcome the effect of such delay. You may not assign or otherwise transfer this agreement, in whole or in part, without the prior written consent of RA. RA may freely assign or otherwise transfer this agreement, in whole or in part, without your prior consent. This agreement shall be governed by the laws of the State of Wisconsin without regard to any principles of conflicts of law that would apply the laws of another jurisdiction. Any dispute with respect to this agreement shall be exclusively venued in Milwaukee County Circuit Court or in the United States District Court for the Eastern District of Wisconsin. Each party hereto agrees and hereby waives the right to a trial by jury in any action, proceeding or claim brought by or on behalf of the parties hereto with respect to any matter related to this agreement.

Fairway Townhome Association

January 1, 2025 • Madison, USA

FULL RESERVE STUDY



Fairway Townhome Association
Madison, USA

Dear Board of Directors of Fairway Townhome Association:

At the direction of the Board that recognizes the need for proper reserve planning, we have conducted a *Full Reserve Study* of Fairway Townhome Association in Madison, USA and submit our findings in this report. The effective date of this study is the date of our visual, noninvasive inspection, January 1, 2025.

This *Full Reserve Study* exceeds the Association of Professional Reserve Analysts (APRA) standards fulfilling the requirements of a "Level I Full Reserve Study."

An ongoing review by the Board and an Update of this Reserve Study are necessary to ensure an equitable funding plan since a Reserve Study is a snapshot in time. We recommend the Board budget for an Update to this Reserve Study in two- to three-years. We look forward to continuing to help Fairway Townhome Association plan for a successful future.

As part of our long-term thinking and everyday commitment to our clients, we are available to answer any questions you may have regarding this study.

Respectfully submitted on January 23, 2025 by:

Reserve Advisors, LLC

Visual Inspection and Report by: RESERVE ADVISORS ENGINEER
Review by: DIRECTOR OF QUALITY ASSURANCE, RS¹, PRA²

**Our report and experience backed by our
Personalized Experience Guarantee.**

Our trusted advisors work with you to tailor a reserve study that ensures clarity on the true cost of property ownership, providing you with peace of mind and expert guidance every step of the way.

1 RS (Reserve Specialist) is the reserve provider professional designation of the Community Associations Institute (CAI) representing America's more than 300,000 condominium, cooperative and homeowners associations.

2 PRA (Professional Reserve Analyst) is the professional designation of the Association of Professional Reserve Analysts. Learn more about APRA at <http://www.apra-usa.com>.



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QUICK START GUIDE



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1. RESERVE STUDY EXECUTIVE SUMMARY

Client: Fairway Townhome Association (Fairway)

Location: Madison, USA

Reference: 123456

Property Basics: Fairway Townhome Association consists of 34 units in 17 buildings. The community was built from 2007 to 2013.

Reserve Components Identified: 20 Reserve Components.

Inspection Date: January 1, 2025.

Funding Goal: The Funding Goal of this Reserve Study is to maintain reserves above an adequate, not excessive threshold during one or more years of significant expenditures. Our recommended Funding Plan recognizes these threshold funding years in 2030 and 2050 due to the replacement and subsequent replacement of the asphalt shingle roofs, respectively. In addition, the Reserve Funding Plan recommends 2055 year end accumulated reserves of approximately \$855,700. We judge this amount of accumulated reserves in 2055 necessary to fund the likely replacement of the fiber cement siding after 2055. These future needs, although beyond the limit of the Cash Flow Analysis of this Reserve Study, are reflected in the amount of accumulated 2055 year end reserves.

Methodology: We use the Cash Flow Method to compute the Reserve Funding Plan. This method offsets future variable Reserve Expenditures with existing and future stable levels of reserve funding. Our application of this method also considers:

- Current and future local costs of replacement
- 2.7% anticipated annual rate of return on invested reserves
- 3.3% future Inflation Rate for estimating Future Replacement Costs

Sources for Local Costs of Replacement: Our proprietary database, historical costs and published sources, i.e., R.S. Means, Incorporated.

Unaudited Cash Status of Reserve Fund:

- \$590,000 as of January 1, 2025
- 2025 budgeted Reserve Contributions of \$48,500
- A potential deficit in reserves might occur by 2030 based upon continuation of the most recent annual reserve contribution of and the identified Reserve Expenditures.

Project Prioritization: We note anticipated Reserve Expenditures for the next 30 years in the **Reserve Expenditures** tables and include a **Five-Year Outlook** table following the **Reserve Funding Plan** in Section 3. We recommend the Association prioritize the following projects in the next five years based on the conditions identified:

- Replacement of the asphalt shingle roofs due to deterioration including loose shingles, weathered shingles and sheathing deflection
- Repaving as deferral will result in dangerous road conditions and vehicle damage
- Repairs to the concrete flatwork to provide safe access for residents and their guests
- Repairs to the p

The executive summary puts your community's financial roadmap and near-term priorities front and center, making it easy for all stakeholders to quickly understand the community's financial and physical needs.



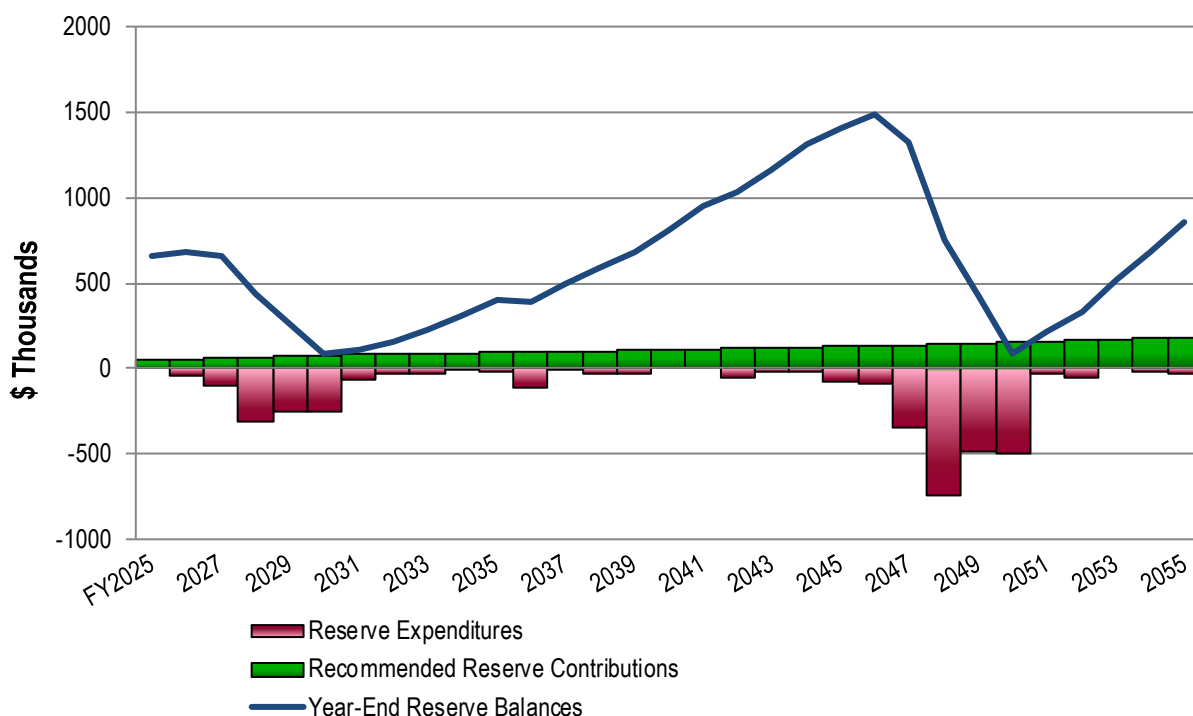
Recommended Reserve Funding: We recommend the following in order to achieve a stable and equitable Cash Flow Methodology Funding Plan:

- Phased increases of \$6,300 each year, from 2026 through 2030
- Inflationary increases thereafter through 2055, the limit of this study's Cash Flow Analysis
- Initial adjustment in Reserve Contributions of \$6,300 represents an average monthly increase of \$15.44 per owner and about a five percent (5.3%) adjustment in the 2025 Total Budget of \$120,000

Fairway

Recommended Reserve Funding Table and Graph

Year	Reserve Contributions (\$)	Reserve Balances (\$)	Year	Reserve Contributions (\$)	Reserve Balances (\$)	Year	Reserve Contributions (\$)	Reserve Balances (\$)
2026	54,800	682,037	2036	97,100	393,324	2046	134,300	1,488,216
2027	61,100	659,356	2037	100,300	496,320	2047	138,700	1,323,755
2028	67,400	433,183	2038	103,600	584,856	2048	143,300	751,358
2029	73,700	260,315	2039	107,000	678,097	2049	148,000	425,346
2030	80,000	89,480	2040	110,500	808,397	2050	152,900	84,693
2031	82,600	108,224	2041	114,100	945,864	2051	157,900	218,793
2032	85,300	161,698	2042	117,900	1,034,395	2052	163,100	336,184
2033	88,100	225,130	2043	121,800	1,164,005	2053	168,500	516,036
2034	91,000	313,334	2044	125,800	1,308,954	2054	174,100	687,081
2035	94,000	400,278	2045	130,000	1,402,811	2055	179,800	855,729



Threshold reserve funding ensures stable and the most equitable contributions over time, while reducing the risk of inadequate reserve funds over the next 30 years.



2. RESERVE STUDY REPORT

At the direction of the Board that recognizes the need for proper reserve planning, we have conducted a *Full Reserve Study* of

Fairway Townhome Association

Madison, USA

and submit our findings in this report. The effective date of this study is the date of our visual, noninvasive inspection, January 1, 2025.

We present our findings and recommendations in the following report sections and spreadsheets:

- **Identification of Property** - Segregates all property into several areas of responsibility for repair or replacement
- **Reserve Expenditures** - Identifies reserve components and related quantities, useful lives, remaining useful lives and future reserve expenditures during the next 30 years
- **Reserve Funding Plan** - Presents the recommended Reserve Contributions and year-end Reserve Balances for the next 30 years
- **Five-Year Outlook** - Identifies reserve components and anticipated reserve expenditures during the first five years
- **Reserve Component Detail** - Describes the reserve components, includes photographic documentation of the condition of various property elements, describes our recommendations for repairs or replacement, and includes detailed solutions and procedures for replacements for the benefit of current and future board members
- **Methodology** - Lists the national standards, methods and procedures used to develop the Reserve Study
- **Definitions** - Contains definitions of terms used in the Reserve Study, consistent with national standards
- **Professional Service Conditions** - Describes Assumptions and Professional Service Conditions
- **Credentials and Resources**

IDENTIFICATION OF PROPERTY

Our investigation includes Reserve Components or property elements as set forth in your Declaration or which were identified as part of your request for proposed services. The Expenditure tables in this study. Our analysis begins by segregating property by responsibility for repair and replacement.

Identification of property and the responsibility matrix on the following page(s) convey ownership and clarify the funding mechanism for each asset within the community.

Our process of identifying property elements and the management team understand whether replacement of certain replacements and assists in preparation of the annual budget. We derive these segregated classes of property from our review of the information provided by the Association and through conversations with Management and the Board. These classes of property include:

- Reserve Components
- Long-Lived Property Elements
- Operating Budget Funded Repairs and Replacements
- Property Maintained by Owners
- Property Maintained by City of Madison

We advise the Board to conduct an annual review of these classes of property to confirm its policy concerning the manner of funding, i.e., from reserves or the operating budget. Reserve Components are defined by CAI as property elements with:

- Fairway responsibility
- Limited useful life expectancies
- Predictable remaining useful life expectancies
- Replacement cost above a minimum threshold

The following tables depict the items excluded from the Reserve Expenditure plan:

Excluded Components

for
Fairway
Townhome Association
Madison, USA

Operating Budget Components

Repairs normally funded through the Operating Budget and Expenditures less than \$3,000 (These relatively minor expenditures have a limited effect on the recommended Reserve Contributions.)

The operating budget provides money for the repair and replacement of certain Reserve Components. The Association may develop independent criteria for use of operating and reserve funds.

- Benches
- Catch Basins, Landscape
- Irrigation System, Controller
- Landscape
- Paint Finishes, Touch Up
- Shutters, Vinyl

Long-Lived Components

These elements may not have predictable Remaining Useful Lives or their replacement may occur beyond the scope of this study. The operating budget should fund infrequent repairs. Funding untimely or unexpected replacements from reserves will necessitate increases to Reserve Contributions. Periodic updates of this Reserve Study will help determine the merits of adjusting the Reserve Funding Plan.

	Useful Life	Estimated Cost
• Electrical Systems, Common	to 70+	N/A
• Foundations	Indeterminate	N/A
• Pipes, Subsurface Utilities	to 85+	N/A
• Structural Frames	Indeterminate	N/A
• Walls, Fiber Cement Siding, Replacement ¹	to 50	\$651,000

¹ Includes Soffit and Fascia

Owners Responsibility Components

Certain items have been designated as the responsibility of the Owners to repair or replace at their cost, including items billed back.

- Decks
- Electrical Systems (Including Circuit Protection Panels)
- Garage Doors
- Heating, Ventilating and Air Conditioning (HVAC) Units
- Interiors
- Patios
- Pipes (Within Units)
- Stoops (However, at the direction of the Board, we include reserve funds for partial replacements in coordination with sidewalks.)
- Windows and Doors

Excluded Components

for
Fairway
Townhome Association
Madison, USA

City of Madison Responsibility Components
Certain items have been designated as the responsibility of City of Madison to repair or replace.
• Fences, Split Rail, North Perimeter
• Walking Path

3. RESERVE EXPENDITURES and FUNDING PLAN

The tables following this introduction present:

Reserve Expenditures

- Line item numbers
- Total quantities
- Quantities replaced per phase (in a single year)
- Reserve component inventory
- Estimated first year of event (i.e., replacement, application, etc.)
- Life analysis showing
 - useful life
 - remaining useful life
- 2025 local cost of replacement
 - Per unit
 - Per phase
 - Replacement of total quantity
- Percentage of future expenditures anticipated during the next 30 years
- Schedule of estimated future costs for each reserve component including inflation

Reserve Funding Plan

- Reserves at the beginning of each year
- Total recommended reserve contributions
- Estimated interest earned from invested reserves
- Anticipated expenditures by year
- Anticipated reserves at year end
- Predicted reserves based on current funding level

Five-Year Outlook

- Line item numbers
- Reserve component inventory of only the expenditures anticipated to occur within the first five years
- Schedule of estimated future costs for each reserve component anticipated to occur within the first five years

The purpose of a Reserve Study is to provide an opinion of reasonable annual Reserve Contributions. Prediction of exact timing and costs of minor Reserve Expenditures typically will not significantly affect the 30-year cash flow analysis. Adjustments to the times and/or costs of expenditures may not always result in an adjustment in the recommended Reserve Contributions.

Financial statements prepared by your association, by you or others might rely in part on information contained in this section. For your convenience, we have provided an electronic data file containing the tables of ***Reserve Expenditures*** and ***Reserve Funding Plan***.

RESERVE EXPENDITURES

Fairway
Townhome Association
Madison, USA

Explanatory Notes:

- 1) 3.3% is the estimated Inflation Rate for estimating Future Replacement Costs.
- 2) FY2025 is Fiscal Year beginning January 1, 2025 and ending December 31, 2025.
- 3) 2056+ indicates a component which is considered long-lived

Line Item	Total Quantity	Per Phase Quantity	Units	Reserve Component Inventory	Estimated 1st Year of Event	Life Analysis, Years		Costs, \$			Percentage of Future Expenditures	RUL = 0 FY2025	1 2026	2 2027	3 2028	4 2029	5 2030	6 2031	7 2032	8 2033	9 2034	10 2035	11 2036	12 2037	13 2038	14 2039	15 2040			
						Useful	Remaining	Unit (2025)	Per Phase (2025)	Total (2025)																				
Exterior Building Elements																														
1.140	34	34	Each	Chimney Caps, Metal	2033	to 25	8	500.00	17,000	17,000	0.6%								22,042											
1.240	6,250	2,083	Linear Feet	Gutters and Downspouts, Aluminum, Phased	2028	15 to 20	3 to 5	14.50	30,208	90,625	8.0%				33,299	34,398	35,533													
1.260	68	68	Each	Light Fixtures	2032	to 25	7	90.00	6,120	6,120	0.2%								7,682											
1.280	1,100	367	Squares	Roofs, Asphalt Shingles, Phased	2028	15 to 20	3 to 5	510.00	187,002	561,000	49.5%				206,133	212,935	219,962													
1.759	34	34	Units	Walls, Fiber Cement Siding and Trim, Paint Finishes	2026	8 to 10	1	1,300.00	44,200	44,200	5.2%	45,659										63,172								
1.760	31,000	10,333	Square Feet	Walls, Siding, Fiber Cement, Replacement, Phased (Incl. Soffit and Fascia)	2056	to 50	31 to 30+	21.00	217,000	651,000	0.0%																			
1.761	34	34	Units	Walls, Trim and Railings, Paint Finishes, Interim	2032	4 to 6	7	650.00	22,100	22,100	3.2%	Age, condition, history of repairs and maintenance, and local conditions form the foundation for timing of each capital project.						27,739												
1.820	30,200	30,200	Square Feet	Walls, Masonry, Inspections and Repairs	2031	10 to 15	6	1.25	37,750	37,750	3.1%						45,869													
Property Site Elements																														
4.020	6,650	6,650	Square Yards	Asphalt Pavement, Crack Repair, Patch and Seal Coat	2031	3 to 5	6	1.80	11,970	11,970	4.1%							14,544				16,561				18,858				
4.040	6,305	3,153	Square Yards	Asphalt Pavement, Mill and Overlay, Remaining, Phased	2027	15 to 20	2 to 3	17.50	55,169	110,338	3.2%			58,870	60,813															
4.045	6,650	3,325	Square Yards	Asphalt Pavement, Total Replacement, Phased	2047	15 to 20	22 to 23	37.50	124,688	249,375	13.8%																			
4.100	13	7	Each	Catch Basins, Inspections and Capital Repairs, Phased	2027	15 to 20	2 to 3	1,100.00	7,150	14,300	1.2%			7,630	7,881															
4.110	6,200	372	Linear Feet	Concrete Curbs, Partial	2027	to 65	2 to 30+	45.00	16,740	279,000	1.4%			17,863																
4.140	5,670	331	Square Feet	Concrete Sidewalks and Stoops, Partial	2029	to 65	4 to 30+	22.50	7,442	127,575	2.1%					8,474				9,967					11,724					
4.420	1,500	1,500	Square Feet	Irrigation System, Entrance	2048	to 40	23	2.15	3,225	3,225	0.2%																			
4.560	12	12	Each	Light Poles and Fixtures	2036	to 25	11	3,000.00	36,000	36,000	1.4%											51,452								
4.600	3	3	Each	Mailbox Stations	2033	to 25	8	2,000.00	6,000	6,000	0.2%								7,780											
4.700	1	1	Each	Pond, Aerator	2027	10 to 15	2	10,000.00	10,000	10,000	0.7%			10,671																
4.710	620	124	Linear Feet	Pond, Erosion Control, Partial	2027	to 10	2 to 30+	50.00	6,200	31,000	0.8%			6,616									9,154							
4.730	2,300	690	Square Yards	Pond, Sediment Removal, Partial	2038	to 30	13 to 30+	28.00	19,320	64,400	0.8%													29,465						
4.800	1	1	Allowance	Signage, Entrance Monument, Renovation	2031	15 to 20	6	5,000.00	5,000	5,000	0.5%							6,075												
Anticipated Expenditures, By Year (\$3,765,213 over 30 years)												0	45,659	101,650	308,125	255,806	255,494	66,489	35,421	29,822	9,967	16,561	114,625	9,154	29,465	30,582	0			

The sample unit costs shown herein are not applicable to estimate an actual reserve study.

RESERVE EXPENDITURES

Fairway Townhome Association Madison, USA				Estimated 1st Year of Event	Life Analysis, Years		Costs, \$			Percentage of Future Expenditures	16 2041	17 2042	18 2043	19 2044	20 2045	21 2046	22 2047	23 2048	24 2049	25 2050	26 2051	27 2052	28 2053	29 2054	30 2055			
Line Item	Total Quantity	Per Phase Quantity	Units		Reserve Component Inventory	Useful	Remaining	Unit (2025)	Per Phase (2025)																	Total (2025)		
Exterior Building Elements																												
1.140	34	34 Each	Chimney Caps, Metal	2033	to 25	8	500.00	17,000	17,000	0.6%																		
1.240	6,250	2,083 Linear Feet	Gutters and Downspouts, Aluminum, Phased	2028	15 to 20	3 to 5	14.50	30,208	90,625	8.0%								63,743	65,847	68,020								
1.260	68	68 Each	Light Fixtures	2032	to 25	7	90.00	6,120	6,120	0.2%																		
1.280	1,100	367 Squares	Roofs, Asphalt Shingles, Phased	2028	15 to 20	3 to 5	510.00	187,002	561,000	49.5%								394,596	407,618	421,069								
1.759	34	34 Units	Walls, Fiber Cement Siding and Trim, Paint Finishes	2026	8 to 10	1	1,300.00	44,200	44,200	5.2%						87,404												
1.760	31,000	10,333 Square Feet	Walls, Siding, Fiber Cement, Replacement, Phased (Incl. Soffit and Fascia)	2056	to 50	31 to 30+	21.00	217,000	651,000	0.0%				You receive the expenditure and funding plan tables in Excel. Management and the Board can easily adjust project costs, timelines, and annual funding and see the results in real-time.														
1.761	34	34 Units	Walls, Trim and Railings, Paint Finishes, Interim	2032	4 to 6	7	650.00	22,100	22,100	3.2%		38,379													53,101			
1.820	30,200	30,200 Square Feet	Walls, Masonry, Inspections and Repairs	2031	10 to 15	6	1.25	37,750	37,750	3.1%																		
Property Site Elements																												
4.020	6,650	6,650 Square Yards	Asphalt Pavement, Crack Repair, Patch and Seal Coat	2031	3 to 5	6	1.80	11,970	11,970	4.1%			21,473				24,451				27,842				31,703			
4.040	6,305	3,153 Square Yards	Asphalt Pavement, Mill and Overlay, Remaining, Phased	2027	15 to 20	2 to 3	17.50	55,169	110,338	3.2%																		
4.045	6,650	3,325 Square Yards	Asphalt Pavement, Total Replacement, Phased	2047	15 to 20	22 to 23	37.50	124,688	249,375	13.8%							254,701	263,106										
4.100	13	7 Each	Catch Basins, Inspections and Capital Repairs, Phased	2027	15 to 20	2 to 3	1,100.00	7,150	14,300	1.2%							14,605	15,087										
4.110	6,200	372 Linear Feet	Concrete Curbs, Partial	2027	to 65	2 to 30+	45.00	16,740	279,000	1.4%							34,195											
4.140	5,670	331 Square Feet	Concrete Sidewalks and Stoops, Partial	2029	to 65	4 to 30+	22.50	7,442	127,575	2.1%				13,791					16,221					19,081				
4.420	1,500	1,500 Square Feet	Irrigation System, Entrance	2048	to 40	23	2.15	3,225	3,225	0.2%								6,805										
4.560	12	12 Each	Light Poles and Fixtures	2036	to 25	11	3,000.00	36,000	36,000	1.4%																		
4.600	3	3 Each	Mailbox Stations	2033	to 25	8	2,000.00	6,000	6,000	0.2%																		
4.700	1	1 Each	Pond, Aerator	2027	10 to 15	2	10,000.00	10,000	10,000	0.7%		17,366																
4.710	620	124 Linear Feet	Pond, Erosion Control, Partial	2027	to 10	2 to 30+	50.00	6,200	31,000	0.8%							12,665											
4.730	2,300	690 Square Yards	Pond, Sediment Removal, Partial	2038	to 30	13 to 30+	28.00	19,320	64,400	0.8%																		
4.800	1	1 Allowance	Signage, Entrance Monument, Renovation	2031	15 to 20	6	5,000.00	5,000	5,000	0.5%										11,258								
Anticipated Expenditures, By Year (\$3,765,213 over 30 years)											0	55,746	21,473	13,791	72,264	87,404	340,617	743,338	489,686	500,347	27,842	53,101	0	19,081	31,703			

The sample unit costs shown
herein are not applicable to
estimate an actual reserve study.

You receive the expenditure and
funding plan tables in Excel.
Management and the Board can easily
adjust project costs, timelines, and
annual funding and see the results in
real-time.

RESERVE FUNDING PLAN

Our reports evaluate current reserve funds and return on investments in order to create the most stable recommended annual reserve contributions.

CASH FLOW ANALYSIS		Individual Reserve Budgets & Cash Flows for the Next 30 Years															
Fairway		FY2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040
Townhome Association																	
Madison, USA																	
Reserves at Beginning of Year	(Note 1)	590,000	655,085	682,037	659,356	433,183	260,315	89,480	108,224	161,698	225,130	313,334	400,278	393,324	496,320	584,856	678,097
Total Recommended Reserve Contributions	(Note 2)	48,500	54,800	61,100	67,400	73,700	80,000	82,600	85,300	88,100	91,000	94,000	97,100	100,300	103,600	107,000	110,500
Estimated Interest Earned, During Year	(Note 3)	16,585	17,811	17,868	14,553	9,238	4,659	2,633	3,595	5,153	7,172	9,505	10,571	11,850	14,401	16,823	19,800
Anticipated Expenditures, By Year		0	(45,659)	(101,650)	(308,125)	(255,806)	(255,494)	(66,489)	(35,421)	(29,822)	(9,967)	(16,561)	(114,625)	(9,154)	(29,465)	(30,582)	0
Anticipated Reserves at Year End		<u>\$655,085</u>	<u>\$682,037</u>	<u>\$659,356</u>	<u>\$433,183</u>	<u>\$260,315</u>	<u>\$89,480</u>	<u>\$108,224</u>	<u>\$161,698</u>	<u>\$225,130</u>	<u>\$313,334</u>	<u>\$400,278</u>	<u>\$393,324</u>	<u>\$496,320</u>	<u>\$584,856</u>	<u>\$678,097</u>	<u>\$808,397</u>
							(NOTE 5)										

(continued)		Individual Reserve Budgets & Cash Flows for the Next 30 Years, Continued														
		2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055
Reserves at Beginning of Year		808,397	945,864	1,034,395	1,164,005	1,308,954	1,402,811	1,488,216	1,323,755	751,358	425,346	84,693	218,793	336,184	516,036	687,081
Total Recommended Reserve Contributions		114,100	117,900	121,800	125,800	130,000	134,300	138,700	143,300	148,000	152,900	157,900	163,100	168,500	174,100	179,800
Estimated Interest Earned, During Year		23,367	26,377	29,283	32,940	36,121	38,509	37,456	27,641	15,674	6,794	4,042	7,392	11,352	16,026	20,551
Anticipated Expenditures, By Year		0	(55,746)	(21,473)	(13,791)	(72,264)	(87,404)	(340,617)	(743,338)	(489,686)	(500,347)	(27,842)	(53,101)	0	(19,081)	(31,703)
Anticipated Reserves at Year End		<u>\$945,864</u>	<u>\$1,034,395</u>	<u>\$1,164,005</u>	<u>\$1,308,954</u>	<u>\$1,402,811</u>	<u>\$1,488,216</u>	<u>\$1,323,755</u>	<u>\$751,358</u>	<u>\$425,346</u>	<u>\$84,693</u>	<u>\$218,793</u>	<u>\$336,184</u>	<u>\$516,036</u>	<u>\$687,081</u>	<u>\$855,729</u>
											(NOTE 5)					(NOTE 4)

Explanatory Notes:

- 1) Year 2025 starting reserves are as of January 1, 2025; FY2025 starts January 1, 2025 and ends December 31, 2025.
- 2) Reserve Contributions for 2025 are budgeted; 2026 is the first year of recommended contributions.
- 3) 2.7% is the estimated annual rate of return on invested reserves.
- 4) Accumulated year 2055 ending reserves consider the need to fund for replacement of the fiber cement siding shortly after 2055, and the age, size, overall condition and complexity of the property.
- 5) Threshold Funding Years (reserve balance at critical point).

Interested in modeling alternate funding recommendations? The Excel spreadsheets included in your report let you change annual reserve contributions, interest rates, and inflation when creating alternate funding scenarios.

FIVE-YEAR OUTLOOK

Fairway
Townhome Association
Madison, USA

Line Item	Reserve Component Inventory	RUL = 0 FY2025	1 2026	2 2027	3 2028	4 2029	5 2030
<u>Exterior Building Elements</u>							
1.240	Gutters and Downspouts, Aluminum, Phased				33,299	34,398	35,533
1.280	Roofs, Asphalt Shingles, Phased				206,133	212,935	219,962
1.759	Walls, Fiber Cement Siding and Trim, Paint Finishes		45,659				
<u>Property Site Elements</u>		Age, condition, history of repairs and maintenance, and local conditions form the foundation for timing of each capital project.					
4.040	Asphalt Pavement, Mill and Overlay, Remaining, Phased						
4.100	Catch Basins, Inspections and Capital Repairs, Phased			7,630	7,881		
4.110	Concrete Curbs, Partial			17,863			
4.140	Concrete Sidewalks and Stoops, Partial					8,474	
4.700	Pond, Aerator			10,671			
4.710	Pond, Erosion Control, Partial			6,616			
Anticipated Expenditures, By Year (\$966,734 over 5 years)		0	45,659	101,650	308,125	255,806	255,494

4. RESERVE COMPONENT DETAIL

The Reserve Component Detail of this *Full Reserve Study* includes enhanced solutions and procedures for select significant components. This section describes the Reserve Components, documents specific problems and condition assessments, and may include detailed solutions and procedures for necessary capital repairs and replacements for the benefit of current and future board members. We advise the Board use this information to help define the scope and procedures for repair or replacement when soliciting bids or proposals from contractors. *However, the Report in whole or part is not and should not be used as a design specification or design engineering service.*

Exterior Building Elements

Gutters and Downspouts, Aluminum

Line Item: 1.240

Quantity: Approximately 6,250 linear feet of aluminum five-inch seamless gutters and two-inch by three-inch downspouts

History: Original

Condition: Good overall with isolated dents and fastener rust evident



Fastener rust evident



Minor dented aluminum gutter section

Get more from your reserve study. Detailed condition assessments provide valuable insights for management and your board, helping you evaluate project bids, understand property conditions with photo-based documentation, reduce total cost of ownership through timely maintenance, and more.

Narrative throughout report reduced for brevity

Useful Life: 15- to 20-years

Component Detail Notes: The size of the gutter is determined by the roof's watershed area, a roof pitch factor and the rainfall intensity number of the Association's region. We recommend sloping gutters 1/16 inch per linear foot and providing fasteners a maximum of every three feet.

Downspouts can drain 100 square feet of roof area per one square inch of downspout cross sectional area. We recommend the use of downspout extensions and splash blocks at the downspout discharge to direct storm water away from the foundations. Downspouts that discharge directly onto roofs cause premature deterioration of the roofs due to the high concentration of storm water. We recommend either routing these downspouts directly to the gutters of the lower roof or distributing the storm water to the gutters of the lower roof.

Preventative maintenance recommendations help you effectively maintain your assets, maximize their useful life, and reduce the total cost of ownership.

The useful life of gutters on asphalt shingle roofs is approximately 15-20 years. Coordinated replacement of gutters with the roof is a cost-effective approach that reduces the price and minimizes the possibility of damage to the roof from separate replacements.

Preventative Maintenance Notes: We note the following select recommended preventative maintenance activities to maximize the remaining useful life:

- Semi-annually:
 - Clean out debris and leaves that collect in the gutters
 - Repair and refasten any loose gutter fasteners
 - Repair and seal any leaking seams or end caps
 - Verify downspouts discharge away from foundations

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3.

Roofs, Asphalt Shingles

Line Item: 1.280

Quantity: Approximately 1,100 squares¹

History: Original

Condition: Fair overall with several locations of weathered, lifted, curled and loose shingles, granular loss at shingles, and sheathing deflection evident from our visual inspection from the ground. Management and the Board inform us of a history of leaks near the chimney and roof intersections but recent repairs including flashing remediation were completed.

¹ We quantify the roof area in squares where one square is equal to 100 square feet of surface area.



Asphalt shingle roof



Flashing detail at chimney



Loose shingles at Unit 100



Lifted shingles at Units 200 and 201



Curled shingles at Unit 300



Weathered shingles at Unit 400

Narrative throughout report reduced for brevity



Weathered shingles at Unit 500



Granular loss evident at shingles at Unit 600



Sheathing deflection evident at Unit 700

Useful Life: 15- to 20-years

Component Detail Notes: The existing roof assembly comprises the following:

- Laminate shingles
- Boston style ridge caps
- Soffit and ridge vents
- Metal drip edge
- Open valleys with metal W flashing

Insulation and ventilation are two major components of a sloped roof system. Together, proper insulation and ventilation help to control attic moisture and maintain an energy efficient building. Both insulation and ventilation prevent moisture buildup which can cause wood rot, mold and mildew growth, warp sheathing, deteriorate shingles, and eventually damage building interiors. Sufficient insulation helps to minimize the quantity of moisture that enters the attic spaces and adequate ventilation helps to remove any moisture that enters the attic spaces. These two roof system components also help to reduce the amount of energy that is required to heat and cool a building. Proper attic insulation minimizes heat gain and heat loss between the residential living spaces and

Narrative throughout report reduced for brevity

attic spaces. This reduces energy consumption year-round. Proper attic ventilation removes excessive heat from attic spaces that can radiate into residential living spaces and cause air conditioners to work harder. Properly installed attic insulation and ventilation work together to maximize the useful life of sloped roof systems.

In addition to moisture control and energy conservation, proper attic insulation and ventilation are essential components to prevent the formation of ice dams. Ice dams occur when warm air accumulates at the peak of an attic while the roof eaves remain cold. Warm air from the attic melts the snow at the ridge of the roof and the water runs down the slope of the roof. At the cold roof eaves, the water refreezes and forms a buildup of snow and ice. This buildup often traps water that can prematurely deteriorate asphalt shingles and ultimately seep under the shingles and cause water damage to the roof deck and building interiors. Proper insulation minimizes the amount of heat that enters attic spaces in the winter and adequate ventilation helps to remove any heat that enters the attic spaces. Together, these components prevent ice dams with a cold roof deck that melts snow and ice evenly.

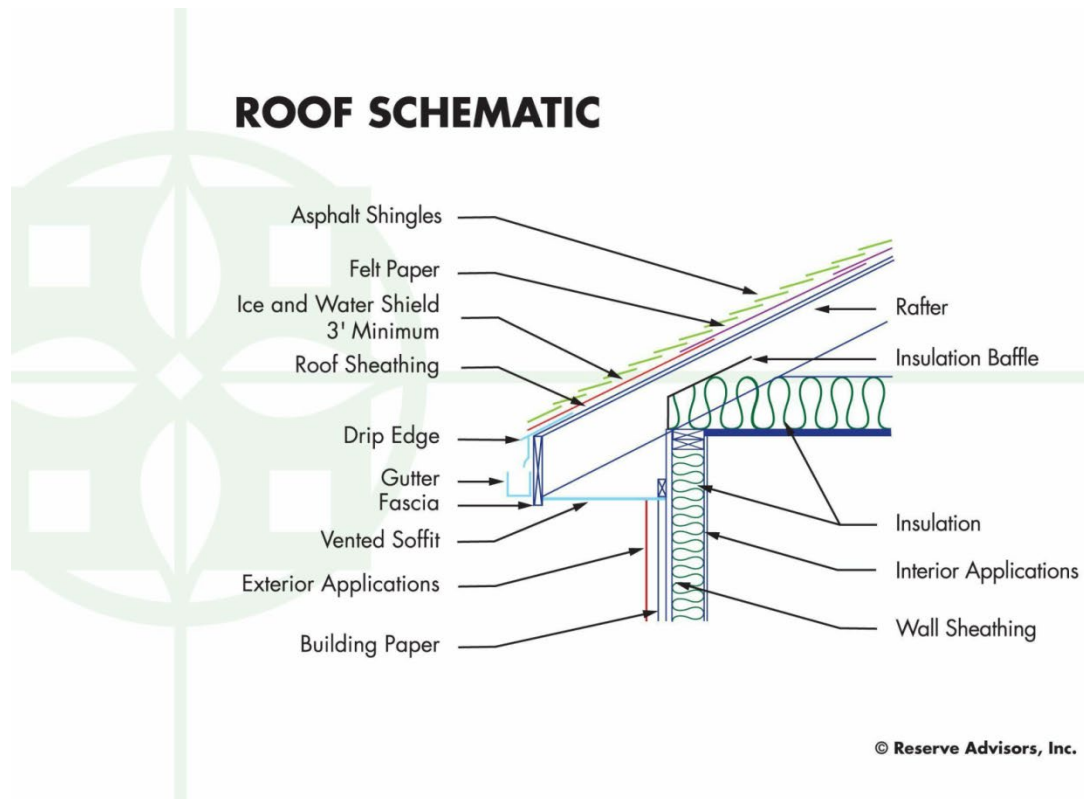
The Association should periodically ensure that the vents are clear of debris and are not blocked from above by attic insulation. If the soffit vents are blocked from above, the Association should install polystyrene vent spaces or baffles between the roof joists at these locations to ensure proper ventilation. The Fairway should fund this ongoing maintenance through the operating budget.

Certain characteristics of condition govern the times of replacement. Replacement of an asphalt shingle roof becomes necessary when there are multiple or recurring leaks and when the shingles begin to cup, curl and lift. These conditions are indications that the asphalt shingle roof is near the end of its useful life. Even if the shingles are largely watertight, the infiltration of water in one area can lead to permanent damage to the underlying roof sheathing. This type of deterioration requires replacement of saturated sections of sheathing and greatly increases the cost of roof replacement. Roof leaks may occur from interrelated roof system components, i.e., flashings. Therefore, the warranty period, if any, on the asphalt shingles, may exceed the useful life of the roof system.

Warranties are an indication of product quality and are not a product guarantee. Asphalt shingle product warranties vary from 20- to 50-years and beyond. However, the scope is usually limited to only the material cost of the shingles as caused by manufacturing defects. Warranties may cover defects such as thermal splitting, granule loss, cupping, and curling. Labor cost is rarely included in the remedy so if roof materials fail, the labor to tear off and install new shingles is extra. Other limitations of warranties are exclusions for "incidental and consequential" damages resulting from age, hurricanes, hail storms, ice dams, severe winds, tornadoes, earthquakes, etc. There are some warranties which offer no dollar limit for replacement at an additional cost (effectively an insurance policy) but again these warranties also have limits and may not cover all damages other than a product defect. We recommend a review of the manufacturers' warranties as part of the evaluation of competing proposals to replace a roof system. This evaluation should identify the current costs of remedy if the roof were to fail in the near term future. A comparison of the costs of remedy to the total replacement cost will assist in judging the merits of the warranties.

Narrative throughout report reduced for brevity

The following cross-sectional schematic illustrates a typical asphalt shingle roof system although it may not reflect the actual configuration at The Fairway:



Contractors use one of two methods for replacement for sloped roofs, either an overlayment or a tear-off. Overlayment is the application of new shingles over an existing roof. However, there are many disadvantages to overlayment including hidden defects of the underlying roof system, absorption of more heat resulting in accelerated deterioration of the new and old shingles, and an uneven visual appearance. Therefore, we recommend only the tear-off method of replacement. The tear-off method of replacement includes removal of the existing shingles, flashings if required and underlayments.

The Association should plan to coordinate the replacement of gutters and downspouts with the adjacent roofs. This will result in the most economical unit price and minimize the possibility of damage to other roof components as compared to separate replacements.

Preventative Maintenance Notes: We recommend the Association maintain a service and inspection contract with a qualified professional and record all documentation of repairs conducted. We note the following select recommended preventative maintenance activities to maximize the remaining useful life:

- Annually:
 - Record any areas of water infiltration, flashing deterioration, damage or loose shingles

Narrative throughout report reduced for brevity

- Inspect for ice dams and implement repairs as needed if issues are reoccurring
- Trim tree branches that are near or in contact with roof
- As-needed:
 - Ensure proper ventilation and verify vents are clear of debris and not blocked from attic insulation

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. We base our cost on replacement with standard laminate Class A 240-260-pounds per square shingles.

Walls, Fiber Cement Siding and Trim

Line Items: 1.759 through 1.761

Quantity: Approximately 31,000 square feet of fiber cement siding and composite wood trim, and 160 linear feet of wood railings and associated wood columns at the front stoops. This quantity excludes the aluminum soffit and fascia.

History: The finish at the fiber cement siding is original, and the trim and railings were painted in 2017.

Condition: Fair overall with locations of peeling finish, discoloration, sealant deterioration, wood rot and cracks evident



Fiber cement siding



Sealant deterioration and peeling finish at fiber cement, Unit 100

Narrative throughout report reduced for brevity



Discolored finish at Unit 200



Peeling paint finish at Unit 300



Rot at trim at Unit 400



Isolated fiber cement cracks at Unit 500



Isolated siding damage at Unit 600



Isolated fiber cement crack at Unit 700

Useful Life: Four- to six-years for the trim and railings, and 8- to 10-years for the fiber cement siding

Component Detail Notes: Correct and complete preparation of the surface before application of the paint finish maximizes the useful life of the paint finish and surface. The

Narrative throughout report reduced for brevity

contractor should remove all loose, peeled or blistered paint before application of the new paint finish. The contractor should then power wash the surface to remove all dirt or chalking of the prior paint finish.

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. We assume the following activities per event at the siding, trim and railings every 10 years, and at the interim events for the trim and railings:

- Paint finish applications
- Replacement of 600 square feet, or up to two percent (2%), of the siding and trim (The exact amount of material in need of replacement will depend on the actual future conditions and desired appearance. We recommend replacement wherever holes, cracks and deterioration impair the ability of the material to prevent water infiltration.)
- Replacement of sealants as needed

Walls, Masonry

Line Item: 1.820

Quantity: Approximately 30,200 square feet of stone masonry veneer at the walls and chimneys

History: The Association replaced a partial elevation at one unit in recent years. The remaining masonry is original with minimal repairs evident.

Condition: Good overall with limited locations of cracks, mortar deterioration and water infiltration evident.



Flashing detail above window



Stone masonry at chimney

Narrative throughout report reduced for brevity



Efflorescence and evidence of water infiltration at Unit 100



Mortar deterioration at Unit 200

Useful Life: The Association should anticipate inspection and repairs to the masonry veneer every 10- to 15-years.

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. We assume a complete inspection of all the masonry veneer, repointing of up to four percent (4%) and replacement of a limited amount of stone per event.

Property Site Elements

Asphalt Pavement, Repaving

Line Items: 4.040 and 4.045

Quantity: Approximately 6,650 square yards of streets and driveways

History: Original with the exception of 345 square yards at Units 500-504 and the adjacent street which was milled and overlaid in 2020

Condition: Fair overall with alligator cracks, centerline deterioration, raveling, settlement and previous patch repairs evident

Narrative throughout report reduced for brevity



Recent asphalt pavement repairs near community entrance



Centerline cracks and deterioration



Pavement raveling and onset of potholes



Alligator cracks adjacent to recent patch repair



Asphalt pavement at driveways



Cracks at Unit 100

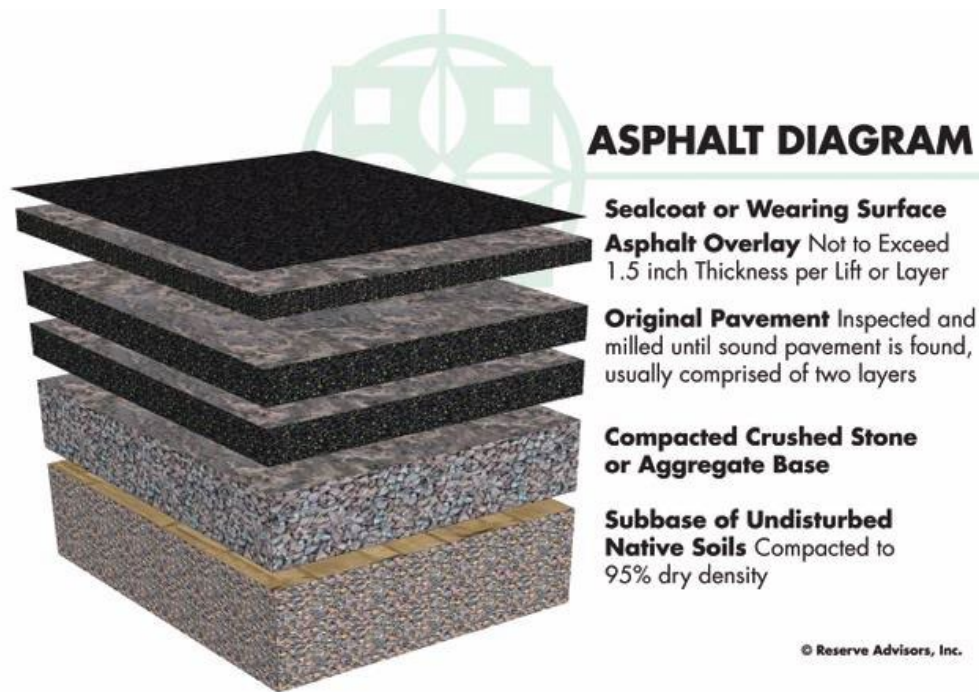
Useful Life: 15- to 20-years

Component Detail Notes: The initial installation of asphalt uses at least two lifts, or two separate applications of asphalt, over the base course. The first lift is the binder course.

Narrative throughout report reduced for brevity

The second lift is the wearing course. The wearing course comprises a finer aggregate for a smoother, more watertight finish.

The following diagram depicts the typical components although it may not reflect the actual configuration at The Fairway:



The manner of repaving is either a mill and overlay or total replacement. A mill and overlay is a method of repaving where cracked, worn and failed pavement is mechanically removed or milled until sound pavement is found. A new layer of asphalt is overlaid atop the remaining base course of pavement. Total replacement includes the removal of all existing asphalt down to the base course of aggregate and native soil followed by the application of two or more new lifts of asphalt. We recommend mill and overlayment on asphalt pavement that exhibits normal deterioration and wear. We recommend total replacement of asphalt pavement that exhibits severe deterioration, inadequate drainage, pavement that has been overlaid multiple times in the past or where the configuration makes overlayment not possible. Based on the apparent visual condition and configuration of the asphalt pavement, we recommend the mill and overlay method for initial repaving followed by the total replacement method for subsequent repaving at The Fairway.

Preventative Maintenance Notes: We note the following select recommended preventative maintenance activities to maximize the remaining useful life:

- Annually:
 - Inspect for settlement, large cracks and trip hazards, and ensure proper drainage
 - Repair areas which could cause vehicular damage such as potholes

Narrative throughout report reduced for brevity

- As needed:
 - Perform crack repairs and patching as needed

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. Our cost for milling and overlayment includes area patching of up to fifteen percent (15%).

Concrete Sidewalks and Stoops

Line Item: 4.140

Quantity: Approximately 5,670 square feet

Condition: Good to fair overall with cracks, spalled concrete, and history of settlement and previous mud jacking evident



Spalled concrete sidewalk at Unit 100



Spalled concrete sidewalk at Unit 200

Useful Life: Up to 65 years although interim deterioration of areas is common

Preventative Maintenance Notes: We note the following select recommended preventative maintenance activities to maximize the remaining useful life:

- Annually:
 - Inspect and repair major cracks, spalls and trip hazards
 - Mark with orange safety paint prior to replacement or repair
 - Repair or perform concrete leveling in areas in immediate need of repair or possible safety hazard

Priority/Criticality: Per Board discretion

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. We estimate that up to 1,980 square feet of concrete

Narrative throughout report reduced for brevity

sidewalks, or thirty-five percent (34.9%) of the total, will require replacement during the next 30 years.

Pond, Aerator

Line Item: 4.700

Quantity: One aerator

History: Original to 2008 with the exception of the LED lighting which dates to 2020

Condition: Reported in good condition



Pond with aerator

Useful Life: 10- to 15-years

Component Detail Notes: The use of small pumps, motors and aerators circulates pond water and increases the amount of entrained oxygen in the water, increasing water quality and reducing algae growths.

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. Based on its condition, we defer replacement until 2024.

Pond, Erosion Control

Line Item: 4.710

Quantity: 620 linear feet of stone rip rap

History: The stone rip rap was augmented in 2013 and locations of settled rip rap were repaired and/or replaced in 2021.

Narrative throughout report reduced for brevity

Condition: We note only minor evidence of settled rip rap and erosion.



Erosion



Erosion

Useful Life: Shorelines are subject to fluctuations in water levels, increased plant growth and migrating storm and ground water resulting in the need for erosion control measures up to every 10 years.

Component Detail Notes: The steep shoreline embankments are likely to exacerbate soil movement and erosion. The use and maintenance of landscape, natural vegetation and/or stone rip rap along the pond shoreline will help maintain an attractive appearance and prevent soil erosion.

Shoreline plantings are referred to as buffer zones. Buffer zones provide the following advantages:

- Control insects naturally
- Create an aesthetically pleasing shoreline
- Enhance water infiltration and storage
- Filter nutrients and pollutants
- Increase fish and wildlife habitat
- Reduce lawn maintenance
- Stabilize shoreline and reduce erosion
- Trap sediments

Priority/Criticality: Defer only upon opinion of independent professional or engineer

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. We recommend the Association plan to augment the rip rap around the pond along 125 linear feet, or approximately twenty percent (20%), of the shoreline.

Signage, Entrance Monument

Line Item: 4.800

Quantity: One property identification entrance monument and one adjacent street identification sign. The signage includes the following elements:

- Light fixtures
- Fences, wood rail
- Masonry, stone
- Metal signs
- Landscaping

History: Original with the exception of the landscape light fixtures which were replaced with LED fixtures in 2019

Condition: Good to fair overall



Entrance monument



Mortar cracks



Evidence of water infiltration and possible onset of stone delamination

Narrative throughout report reduced for brevity



Useful Life: 15- to 20-years

Component Detail Notes: Community signage contributes to the overall aesthetic appearance of the property to owners and potential buyers. Renovation or replacement of community signs is often predicated upon the desire to "update" the perceived identity of the community rather than for utilitarian concerns. Therefore, the specific times for replacement or renovation are discretionary.

Preventative Maintenance Notes: We note the following select recommended preventative maintenance activities to maximize the remaining useful life:

- Annually:
 - Inspect and repair damage, vandalism and loose components
 - Verify lighting is working properly
 - Touch-up paint finish applications if applicable

Priority/Criticality: Per Board discretion

Expenditure Detail Notes: Expenditure timing and costs are depicted in the **Reserve Expenditures** table in Section 3. Our cost for renovation includes repointing and repairs to the masonry, landscaping renovations and replacement of the remaining components listed above. Based on a greater need for reserve funds for replacement of roofs and pavement, we defer renovation until 2030.

Reserve Study Update

An ongoing review by the Board and an Update of this Reserve Study are necessary to ensure an equitable funding plan since a Reserve Study is a snapshot in time. Many variables change after the study is conducted that may result in significant overfunding or underfunding the reserve account. Variables that may affect the Reserve Funding Plan include, but are not limited to:

- Deferred or accelerated capital projects based on Board discretion
- Changes in the interest rates on reserve investments
- Changes in the *local* construction inflation rate
- Additions and deletions to the Reserve Component Inventory
- The presence or absence of maintenance programs
- Unusually mild or extreme weather conditions
- Technological advancements

Periodic updates incorporate these variable changes since the last Reserve Study or Update. We recommend the Board budget for an Update to this Reserve Study in two- to three-years. Budgeting for an Update demonstrates the Board's objective to continue fulfilling its fiduciary responsibility to maintain the commonly owned property and to fund reserves appropriately.

Narrative throughout report reduced for brevity

5.METHODOLOGY

Reserves for replacement are the amounts of money required for future expenditures to repair or replace Reserve Components that wear out before the entire facility or project wears out. Reserving funds for future repair or replacement of the Reserve Components is also one of the most reliable ways of protecting the value of the property's infrastructure and marketability.

Fairway can fund capital repairs and replacements in any combination of the following:

1. Increases in the operating budget during years when the shortages occur
2. Loans using borrowed capital for major replacement projects
3. Level monthly reserve assessments annually adjusted upward for inflation to increase reserves to fund the expected major future expenditures
4. Special assessments

We do not advocate special assessments or loans unless near term circumstances dictate otherwise. Although loans provide a gradual method of funding a replacement, the costs are higher than if the Association were to accumulate reserves ahead of the actual replacement. Interest earnings on reserves also accumulate in this process of saving or reserving for future replacements, thereby defraying the amount of gradual reserve collections. We advocate the third method of *Level Monthly Reserve Assessments* with relatively minor annual adjustments. The method ensures that Owners pay their "fair share" of the weathering and aging of the commonly owned property each year. Level reserve assessments preserve the property and enhance the resale value of the homes.

This Reserve Study is in compliance with and exceeds the National standards¹ set forth by the Association of Professional Reserve Analysts (APRA) fulfilling the requirements of a "Level I Full Reserve Study." These standards require a Reserve Component to have a "predictable remaining Useful Life." Estimating Remaining Useful Lives and Reserve Expenditures beyond 30 years is often indeterminate. Long-Lived Property Elements are necessarily excluded from this analysis. We considered the following factors in our analysis:

- The Cash Flow Method to compute, project and illustrate the 30-year Reserve Funding Plan
- Local² costs of material, equipment and labor
- Current and future costs of replacement for the Reserve Components
- Costs of demolition as part of the cost of replacement
- Local economic conditions and a historical perspective to arrive at our estimate of long-term future inflation for construction costs in Madison, USA at an annual inflation rate³. Isolated or regional markets of greater

¹ Identified in the APRA "Standards - Terms and Definitions" and the CAI "Terms and Definitions".

² See Credentials for additional information on our use of published sources of cost data.

³ Derived from Marshall & Swift, historical costs and the Bureau of Labor Statistics.

construction (development) activity may experience slightly greater rates of inflation for both construction materials and labor.

- The past and current maintenance practices of Fairway and their effects on remaining useful lives
- Financial information provided by the Association pertaining to the cash status of the reserve fund and budgeted reserve contribution
- The anticipated effects of appreciation of the reserves over time in accord with a return or yield on investment of your cash equivalent assets. (We did not consider the costs, if any, of Federal and State Taxes on income derived from interest and/or dividend income).
- The Funding Plan excludes necessary operating budget expenditures. It is our understanding that future operating budgets will provide for the ongoing normal maintenance of Reserve Components.

Updates to this Reserve Study will continue to monitor historical facts and trends concerning the external market conditions.



6. CREDENTIALS

HISTORY AND DEPTH OF SERVICE

Founded in 1991, Reserve Advisors is the leading provider of reserve studies, insurance appraisals, developer turnover transition studies, expert witness services, and other engineering consulting services. Clients include community associations, resort properties, hotels, clubs, non-profit organizations, apartment building owners, religious and educational institutions, and office/commercial building owners in 48 states, Canada and throughout the world.

The **architectural engineering consulting firm** was formed to take a leadership role in helping fiduciaries, boards, and property managers manage their property like a business with a long-range master plan known as a Reserve Study.

Reserve Advisors employs the **largest staff of Reserve Specialists** with bachelor's degrees in engineering dedicated to Reserve Study services. Our founders are also founders of Community Associations Institute's (CAI) Reserve Committee that developed national standards for reserve study providers. One of our founders is a Past President of the Association of Professional Reserve Analysts (APRA). Our vast experience with a variety of building types and ages, on-site examination and historical analyses are keys to determining accurate remaining useful life estimates of building components.

No Conflict of Interest - As consulting specialists, our **independent opinion** eliminates any real or perceived conflict of interest because we do not conduct or manage capital projects.

TOTAL STAFF INVOLVEMENT

Several staff members participate in each assignment. The responsible advisor involves the staff through a Team Review, exclusive to Reserve Advisors, and by utilizing the experience of other staff members, each of whom has served hundreds of clients. We conduct Team Reviews, an internal quality assurance review of each assignment, including: the inspection; building component costing; lifing; and technical report phases of the assignment. Due to our extensive experience with building components, we do not have a need to utilize subcontractors.

OUR GOAL

To help our clients fulfill their fiduciary responsibilities to maintain property in good condition.

VAST EXPERIENCE WITH A VARIETY OF BUILDINGS

Reserve Advisors has conducted reserve studies for a multitude of different communities and building types. We've analyzed thousands of buildings, from as small as a 3,500-square foot day care center to a 2,600,000-square foot 98-story highrise. We also routinely inspect buildings with various types of mechanical systems such as simple electric heat, to complex systems with air handlers, chillers, boilers, elevators, and life safety and security systems.

We're familiar with all types of building exteriors as well. Our well-versed staff regularly identifies optimal repair and replacement solutions for such building exterior surfaces such as adobe, brick, stone, concrete, stucco, EIFS, wood products, stained glass and aluminum siding, and window wall systems.

OLD TO NEW

Reserve Advisors' experience includes ornate and vintage buildings as well as modern structures. Our specialists are no strangers to older buildings. We're accustomed to addressing the unique challenges posed by buildings that date to the 1800's. We recognize and consider the methods of construction employed into our analysis. We recommend appropriate replacement programs that apply cost effective technologies while maintaining a building's character and appeal.



RESOURCES

Reserve Advisors utilizes numerous resources of national and local data to conduct its Professional Services. A concise list of several of these resources follows:

Association of Construction Inspectors, (ACI) the largest professional organization for those involved in construction inspection and construction project management. ACI is also the leading association providing standards, guidelines, regulations, education, training, and professional recognition in a field that has quickly become important procedure for both residential and commercial construction, found on the web at www.iami.org.

American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., (ASHRAE) the American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., devoted to the arts and sciences of heating, ventilation, air conditioning and refrigeration; recognized as the foremost, authoritative, timely and responsive source of technical and educational information, standards and guidelines, found on the web at www.ashrae.org. Reserve Advisors actively participates in its local chapter and holds individual memberships.

Community Associations Institute, (CAI) America's leading advocate for responsible communities noted as the only national organization dedicated to fostering vibrant, responsive, competent community associations. Their mission is to assist community associations in promoting harmony, community, and responsible leadership.

Marshall & Swift / Boeckh, (MS/B) the worldwide provider of building cost data, co-sourcing solutions, and estimating technology for the property and casualty insurance industry found on the web at www.marshallswift.com.

R.S. Means CostWorks, North America's leading supplier of construction cost information. As a member of the Construction Market Data Group, Means provides accurate and up-to-date cost information that helps owners, developers, architects, engineers, contractors and others to carefully and precisely project and control the cost of both new building construction and renovation projects found on the web at www.rsmeans.com.

Reserve Advisors' library of numerous periodicals relating to reserve studies, condition analyses, chapter community associations, and historical costs from thousands of capital repair and replacement projects, and product literature from manufacturers of building products and building systems.

7. DEFINITIONS

Definitions are derived from the standards set forth by the Community Associations Institute (CAI) representing America's 305,000 condominium and homeowners associations and cooperatives, and the Association of Professional Reserve Analysts, setting the standards of care for reserve study practitioners.

Cash Flow Method - A method of calculating Reserve Contributions where contributions to the reserve fund are designed to offset the variable annual expenditures from the reserve fund. Different Reserve Funding Plans are tested against the anticipated schedule of reserve expenses until the desired funding goal is achieved.

Component Method - A method of developing a Reserve Funding Plan with the total contribution is based on the sum of the contributions for individual components.

Current Cost of Replacement - That amount required today derived from the quantity of a *Reserve Component* and its unit cost to replace or repair a Reserve Component using the most current technology and construction materials, duplicating the productive utility of the existing property at current *local* market prices for *materials*, *labor* and manufactured equipment, contractors' overhead, profit and fees, but without provisions for building permits, overtime, bonuses for labor or premiums for material and equipment. We include removal and disposal costs where applicable.

Fully Funded Balance - The Reserve balance that is in direct proportion to the fraction of life "used up" of the current Repair or Replacement cost similar to Total Accrued Depreciation.

Funding Goal (Threshold) - The stated purpose of this Reserve Study is to determine the adequate, not excessive, minimal threshold reserve balances.

Future Cost of Replacement - *Reserve Expenditure* derived from the inflated current cost of replacement or current cost of replacement as defined above, with consideration given to the effects of inflation on local market rates for materials, labor and equipment.

Long-Lived Property Component - Property component of Fairway responsibility not likely to require capital repair or replacement during the next 30 years with an unpredictable remaining Useful Life beyond the next 30 years.

Percent Funded - The ratio, at a particular point of time (typically the beginning of the Fiscal Year), of the actual (or projected) Reserve Balance to the Fully Funded Balance, expressed as a percentage.

Remaining Useful Life - The estimated remaining functional or useful time in years of a *Reserve Component* based on its age, condition and maintenance.

Reserve Component - Property elements with: 1) Fairway responsibility; 2) limited Useful Life expectancies; 3) predictable Remaining Useful Life expectancies; and 4) a replacement cost above a minimum threshold.

Reserve Component Inventory - Line Items in *Reserve Expenditures* that identify a *Reserve Component*.

Reserve Contribution - An amount of money set aside or *Reserve Assessment* contributed to a *Reserve Fund* for future *Reserve Expenditures* to repair or replace *Reserve Components*.

Reserve Expenditure - Future Cost of Replacement of a Reserve Component.

Reserve Fund Status - The accumulated amount of reserves in dollars at a given point in time, i.e., at year end.

Reserve Funding Plan - The portion of the Reserve Study identifying the *Cash Flow Analysis* and containing the recommended Reserve Contributions and projected annual expenditures, interest earned and reserve balances.

Reserve Study - A budget planning tool that identifies the current status of the reserve fund and a stable and equitable Funding Plan to offset the anticipated future major common area expenditures.

Useful Life - The anticipated total time in years that a *Reserve Component* is expected to serve its intended function in its present application or installation.

8. PROFESSIONAL SERVICE CONDITIONS

Our Services - Reserve Advisors, LLC ("RA") performs its services as an independent contractor in accordance with our professional practice standards and its compensation is not contingent upon our conclusions. The purpose of our reserve study is to provide a budget planning tool that identifies the current status of the reserve fund, and an opinion recommending an annual funding plan, to create reserves for anticipated future replacement expenditures of the subject property. The purpose of our energy benchmarking services is to track, collect and summarize the subject property's energy consumption over time for your use in comparison with other buildings of similar size and establishing a performance baseline for your planning of long-term energy efficiency goals.

Our inspection and analysis of the subject property is limited to visual observations, is noninvasive and is not meant to nor does it include investigation into statutory, regulatory or code compliance. RA inspects sloped roofs from the ground and inspects flat roofs where safe access (stairs or ladder permanently attached to the structure) is available. Our energy benchmarking services with respect to the subject property is limited to collecting energy and utility data and summarizing such data in the form of an Energy Star Portfolio Manager Report or any other similar report, and hereby expressly excludes any recommendations with respect to the results of such energy benchmarking services or the accuracy of the energy information obtained from utility companies and other third-party sources with respect to the subject property. The reserve report and any energy benchmarking report (i.e., any Energy Star Portfolio Manager Report) (including any subsequent revisions thereto pursuant to the terms hereof, collectively, the "Report") are based upon a "snapshot in time" at the moment of inspection. RA may note visible physical defects in the Report. The inspection is made by employees generally familiar with real estate and building construction. Except to the extent readily apparent to RA, RA cannot and shall not opine on the structural integrity of or other physical defects in the property under any circumstances. Without limitation to the foregoing, RA cannot and shall not opine on, nor is RA responsible for, the property's conformity to specific governmental code requirements for fire, building, earthquake, occupancy or otherwise.

RA is not responsible for conditions that have changed between the time of inspection and the issuance of the Report. RA does not provide invasive testing on any mechanical systems that provide energy to the property, nor can RA opine on any system components that are not easily accessible during the inspection. RA does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, such as asbestos, urea-formaldehyde foam insulation, other chemicals, toxic wastes, environmental mold or other potentially hazardous materials or structural defects that are latent or hidden defects which may or may not be present on or within the property. RA does not make any soil analysis or geological study as part of its services, nor does RA investigate vapor, water, oil, gas, coal, or other subsurface mineral and use rights or such hidden conditions, and RA assumes no responsibility for any such conditions. The Report contains opinions of estimated replacement costs or deferred maintenance expenses and remaining useful lives, which are neither a guarantee of the actual costs or expenses of replacement or deferred maintenance nor a guarantee of remaining useful lives of any property element.

RA assumes, without independent verification, the accuracy of all data provided to it. Except to the extent resulting from RA's willful misconduct in connection with the performance of its obligations under this agreement, you agree to indemnify, defend, and hold RA and its affiliates, officers, managers, employees, agents, successors and assigns (each, an "RA Party") harmless from and against (and promptly reimburse each RA Party for) any and all losses, claims, actions, demands, judgments, orders, damages, expenses or liabilities, including, without limitation, reasonable attorneys' fees, asserted against or to which any RA Party may become subject in connection with this engagement, including, without limitation, as a result of any false, misleading or incomplete information which RA relied upon that was supplied by you or others under your direction, or which may result from any improper use or reliance on the Report by you or third parties under your control or direction or to whom you provided the Report. NOTWITHSTANDING ANY OTHER PROVISION HEREIN TO THE CONTRARY, THE AGGREGATE LIABILITY (IF ANY) OF RA WITH RESPECT TO THIS AGREEMENT AND RA'S OBLIGATIONS HEREUNDER IS LIMITED TO THE AMOUNT OF THE FEES ACTUALLY RECEIVED BY RA FROM YOU FOR THE SERVICES AND REPORT PERFORMED BY RA UNDER THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. YOUR REMEDIES SET FORTH HEREIN ARE EXCLUSIVE AND ARE YOUR SOLE REMEDIES FOR ANY FAILURE OF RA TO COMPLY WITH ITS OBLIGATIONS HEREUNDER OR OTHERWISE. RA SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY LOST PROFITS AND LOST SAVINGS, LOSS OF USE OR INTERRUPTION OF BUSINESS, HOWEVER CAUSED, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), BREACH OF WARRANTY, STRICT LIABILITY OR OTHERWISE, EVEN IF RA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL RA BE LIABLE FOR THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES. RA DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED OR OF ANY NATURE, WITH REGARD TO THE SERVICES AND THE REPORT, INCLUDING, WITHOUT LIMITATION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Report - RA will complete the services in accordance with the Proposal. The Report represents a valid opinion of RA's findings and recommendations with respect to the reserve study and is deemed complete. RA will consider any additional information made available to RA within 6 months of issuing the Report and issue a revised Report based on such additional information if a timely request for a revised Report is made by you. RA retains the right to withhold a revised Report if payment for services was not tendered in a timely manner. All information received by RA and all files, work papers or documents developed by RA during the course of the engagement shall remain the property of



RA and may be used for whatever purpose it sees fit. RA reserves the right to, and you acknowledge and agree that RA may, use any data provided by you in connection with the services, or gathered as a result of providing such services, including in connection with creating and issuing any Report, in a de-identified and aggregated form for RA's business purposes.

Your Obligations - You agree to provide us access to the subject property for an inspection. You agree to provide RA all available, historical and budgetary information, the governing documents, and other information that we request and deem necessary to complete the Report. Additionally, you agree to provide historical replacement schedules, utility bills and historical energy usage files that RA requests and deems necessary to complete the energy benchmarking services, and you agree to provide any utility release(s) reasonably requested by RA permitting RA to obtain any such data and/or information from any utility representative or other third party. You agree to pay actual attorneys' fees and any other costs incurred to collect on any unpaid balance for RA's services.

Use of Our Report and Your Name - Use of the Report is limited to only the purpose stated herein. You acknowledge that RA is the exclusive owner of all intellectual property rights in and relating to the Report. You hereby acknowledge that any use or reliance by you on the Report for any unauthorized purpose is at your own risk and that you will be liable for the consequences of any unauthorized use or distribution of the Report. Use or possession of the Report by any unauthorized third party is prohibited. The Report in whole or in part ***is not and cannot be used as a design specification for design engineering purposes or as an appraisal.*** You may show the Report in its entirety to the following third parties: members of your organization (including your directors, officers, tenants and prospective purchasers), your accountants, attorneys, financial institutions and property managers who need to review the information contained herein, and any other third party who has a right to inspect the Report under applicable law including, but not limited to, any government entity or agency, or any utility companies. Without the written consent of RA, you shall not disclose the Report to any other third party. By engaging our services, you agree that the Report contains intellectual property developed (and owned solely) by RA and agree that you will not reproduce or distribute the Report ***to any party that conducts reserve studies without the written consent of RA.***

RA will include (and you hereby agree that RA may include) your name in our client lists. RA reserves the right to use (and you hereby agree that RA may use) property information to obtain estimates of replacement costs, useful life of property elements or otherwise as RA, in its sole discretion, deems appropriate.

Payment Terms, Due Dates and Interest Charges - If reserve study and energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and prior to the inspection by RA, and any balance is due net 30 days from the Report shipment date. If only energy benchmarking services are performed by RA, then the retainer payment is due upon execution of this agreement and any balance is due net 30 days from the Report shipment date. In any case, any balance remaining 30 days after delivery of the Report shall accrue an interest charge of 1.5% per month. Unless this agreement is earlier terminated by RA in the event you breach or otherwise fail to comply with your obligations under this agreement, RA's obligations under this agreement shall commence on the date you execute and deliver this agreement and terminate on the date that is 6 months from the date of delivery of the Report by RA. Notwithstanding anything herein to the contrary, each provision that by its context and nature should survive the expiration or early termination of this agreement shall so survive, including, without limitation, any provisions with respect to payment, intellectual property rights, limitations of liability and governing law. We reserve the right to limit or decline refunds in our sole discretion. Refunds vary based on the applicable facts and circumstances.

Miscellaneous – Neither party shall be liable for any failures or delays in performance due to fire, flood, strike or other labor difficulty, act of God, act of any governmental authority, riot, embargo, fuel or energy shortage, pandemic, wrecks or delays in transportation, or due to any other cause beyond such party's reasonable control; provided, however, that you shall not be relieved from your obligations to make any payment(s) to RA as and when due hereunder. In the event of a delay in performance due to any such cause, the time for completion or date of delivery will be extended by a period of time reasonably necessary to overcome the effect of such delay. You may not assign or otherwise transfer this agreement, in whole or in part, without the prior written consent of RA. RA may freely assign or otherwise transfer this agreement, in whole or in part, without your prior consent. This agreement shall be governed by the laws of the State of Wisconsin without regard to any principles of conflicts of law that would apply the laws of another jurisdiction. Any dispute with respect to this agreement shall be exclusively venued in Milwaukee County Circuit Court or in the United States District Court for the Eastern District of Wisconsin. Each party hereto agrees and hereby waives the right to a trial by jury in any action, proceeding or claim brought by or on behalf of the parties hereto with respect to any matter related to this agreement.

FIFTH ORDER OF BUSINESS

A.



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

August 11, 2025

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

We are pleased to confirm our understanding of the services we are to provide Isles of Bartram Park Community Development District, St. Johns County, Florida ("the District") for the fiscal year ended September 30, 2025. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Isles of Bartram Park Community Development District as of and for the fiscal year ended September 30, 2025. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2025 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

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

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

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

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

Audit Objectives

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

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

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

Other Services

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

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

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

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

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

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

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

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

Audit Procedures—General

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

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

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

Audit Procedures—Internal Control

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

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

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

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

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

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Grau & Associate's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Grau & Associates, Grau & Associates shall destroy any duplicate public

records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT: GMS-NF LLC, 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FL 32092, TELEPHONE: 904-940-5850.

Our fee for these services will not exceed \$4,200 for the September 30, 2025 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

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

All accounting records (including, but not limited to, trial balances, general ledger detail, vendor files, bank and trust statements, minutes, and confirmations) for the fiscal year ended September 30, 2025 must be provided to us no later than January 15, 2026, in order for us to complete the engagement by April 15, 2026.

Subject to timely receipt of the necessary information, we will submit a preliminary draft audit report by April 1, 2026 for the District's review, and a final draft audit report by April 15, 2026 for the District's review and approval.

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

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

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Isles of Bartram Park Community Development District and believe this letter accurately summarizes the terms of our engagement and, with any addendum, if applicable, is the complete and exclusive statement of the agreement between Grau & Associates and the District with respect to the terms of the engagement between the parties. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

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

By: _____

Title: _____

Date: _____



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



Peer Review
Program

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

March 17, 2023

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

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

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

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

B.

ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”)

POLICIES FOR USE OF LAKES AND OTHER STORMWATER MANAGEMENT FACILITIES¹

1. Wading and swimming in District lakes and other District stormwater management facilities are prohibited.
2. Watercraft of any kind in District lakes or other District stormwater management facilities is prohibited.
3. The District lakes and other District stormwater management facilities primarily function as detention ponds to facilitate the District’s system for treatment and attenuation of stormwater runoff and overflow. As a result, contaminants may be present in the water. Fishing in the District lakes and other District stormwater management facilities is prohibited.
4. Users of District lakes and other District stormwater management facilities shall not engage in any conduct or omission that violates any ordinance, resolution, law, permit requirement, or regulation of any governmental entity relating to the District lakes and other District stormwater management facilities.
5. Pets are not allowed in the District lakes and other District stormwater management facilities. Wildlife (including but not limited to birds and reptiles) may neither be removed from nor released into the District lakes or other District stormwater management facilities.
6. No docks or other structures, whether permanent or temporary, shall be constructed and placed in or around the District lakes or other District stormwater management facilities unless properly permitted and approved by the District and other applicable governmental agencies.
7. No pipes, pumps or other devices used for irrigation or the withdrawal of water shall be placed in or around the District lakes, except by the District.
8. No foreign materials may be disposed of in the District lakes or other District stormwater management facilities, including, but not limited to: tree branches, paint, cement, oils, soap suds, building materials, chemicals, fertilizers, or any other material that is not naturally occurring or which may be detrimental to the lake environment.
9. Easements through residential backyards along the community's storm water lake system are for maintenance purposes only and residents are not granted fishing or any other recreational purpose. Access to other residents' backyards via these maintenance easements is prohibited. The pond banks are not common areas for the homeowner's association. Unless individual property owners of single family dwelling homes grant permission for others to access their backyards, entering their private property can be considered trespassing. This does not necessarily apply to multi-family units, as surrounding green areas are not private property. Please be considerate of the privacy rights of other residents.
10. Beware of some of the wildlife like water moccasins, milk snakes, alligators and even a Cayman crocodile, let alone snapping turtles and other wildlife.

¹ These Policies may be amended and/or updated as the District deems necessary (adopted November 14, 2025).

11. Any hazardous condition concerning the District lakes or other District stormwater management facilities must immediately be reported to the District Manager and the proper authorities.
12. Property owners and residents are responsible for their tenants', guests', and invitees' adherence to these policies.

The Isles of Bartram Park Community Development District is not responsible for injury or damage to persons or property, including accidental death, resulting from the use of District lakes and/or other District stormwater management facilities.

SIXTH ORDER OF BUSINESS

A.

From: Scott Forshey-Friedman scottf@celestinahoa.com
Subject: Fwd: Estimate 4484 from Innovative Fountain Services, Inc
Date: October 23, 2025 at 1:41 PM
To: Jim Oliver joliver@gmsnf.com, Sarah Sweeting ssweeting@gmsnf.com
Cc: Taylor Tennison ttennison@vestapropertyservices.com



Please include this in next meeting agenda.

Details on why:

Here is the explanation for the needed repair:

The lock ring on the chlorinator has broken twice due to excessive pressure from the sand filter. This pressure is caused by the filter media being dirty and in need of replacement, which is forcing against the chlorinator lid and causing it to fail. The first incident resulted in the lid blowing off, draining the fountain completely. During the second occurrence, the issue was identified and addressed before any damage occurred. Replacing the filter media is necessary to restore proper operation and prevent further damage.

*Scott Forshey-Friedman
Celestina Master POA-President*

Begin forwarded message:

From: "Innovative Fountain Services, Inc" <quickbooks@notification.intuit.com>
Date: October 23, 2025 at 12:34:49 PM CDT
To: ttennison@vestapropertyservices.com
Cc: scottf@celestinahoa.com
Subject: Estimate 4484 from Innovative Fountain Services, Inc
Reply-To: admin@innovativefountainservices.com



Your estimate is ready!

Total \$2,714.00

Dear Taylor Tennison,

Please find your estimate details here. Feel free to contact us if you have any questions. We look forward to working with you.

Have a great day!
Innovative Fountain Services, Inc

Review and approve

Innovative Fountain Services, Inc

11637 Columbia Park Dr E

Ste 4

Jacksonville, FL 32258-4493

admin@innovativefountainservices.com
[+1 \(904\) 551-1017](tel:+19045511017)

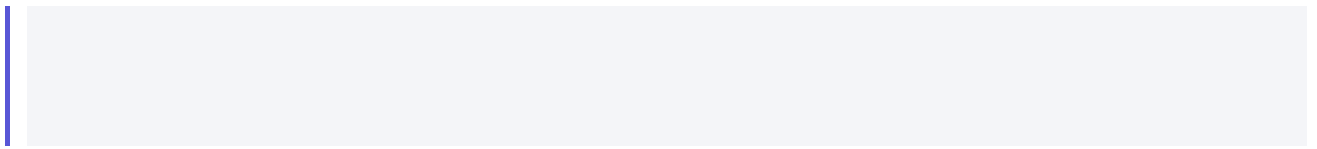
If you receive an email that seems fraudulent, please check with the business owner before paying, or you can forward the email to security@intuit.com so we can look into it. Read more at security.intuit.com.



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ESTIMATE

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493

admin@innovativefountainservices.c
om
+1 (904) 551-1017



Celestina:Celestina Waterfall

Bill to
Celestina
Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

Estimate details
Estimate no.: 4484
Estimate date: 10/23/2025

P.O. Number: Waterfall Fountain

#	Product or service	Description	Qty	Amount
1.	Fountain Service	Innovative Fountain Services proposes to provide all necessary materials, labor, and equipment to perform the following services: To open the existing sand filter and remove all old filter media. Replace all (8) laterals and any necessary O-rings. Install new filter media and test the system to verify proper operation of the waterfall fountain.	1	\$2,714.00
Total				\$2,714.00

Accepted dateAccepted by

B.

ESTIMATE

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493

admin@innovativefountain-services.com
+1 (904) 551-1017



Bill to
Taylor Tennison
Celestina
c/o Celestina Master Amenity
200 Business Park Circle suite 101
St. Augustine, FL 32095

Estimate details
Estimate no.: 4432
Estimate date: 09/17/2025

#	Product or service	Description	Qty	Amount
1.	Fountain Service	Innovative Fountain Services proposes to provide all necessary materials, labor, and equipment to perform the following services: Install custom strainer assembly to the existing float to help prevent weeds, algae and debris clogging the pump strainer.	1	\$722.00
Total				\$722.00

Accepted date

Accepted by

C.



Prepared on: *October 21, 2025*

Prepared by: Innovative Fountain and Lake Services
11637 Columbia Park Drive East
Suite 4
Jacksonville, FL 32258
Phone: (904) 551-1017
Website: www.innovativefountainservices.com

Prepared for: ***Celestina***
Quarterly Floating Fountain Maintenance
Taylor Tennison
Vesta Property Services

Thank you for the opportunity to offer you a proposal for Floating Fountain Management. This correspondence outlines the complete scope of work requested, including objectives, responsibilities, and associated costs.

OBJECTIVE:

Innovative Fountain Services proposes to furnish all labor, materials, tools, and travel costs to complete the scope of work for six floating fountains as described below on a quarterly basis. The following is a general list of specific inclusions and exclusions.

INCLUSIONS:

1. **Clean pump intake screen**
 - Ensures proper water flow and prevents clogging or collapse of the screen.
2. **Scrape, clean, and inspect lights for blown bulbs**
 - Prevents overheating and extends light fixture life.
3. **Clean all surfaces of float**
 - Helps prevent premature deterioration and maintains float integrity.
4. **Clean display head**
 - Prevents algae buildup that can affect water pattern and aesthetics.
5. **Clean display head jets**
 - Keeps water display uniform and consistent.
6. **Adjust mooring lines as needed**
 - Prevents slack that could cause cable tangling or improper fountain positioning.
7. **Adjust anchor points as required**
 - Ensures the fountain remains properly secured and aligned.
8. **Test light circuits**
 - Verifies proper operation of GFCI protection and electrical safety.
9. **Test pump circuits**
 - Confirms all components within the pump motor circuit are functioning correctly.
10. **Reset timers as necessary**
 - Keeps fountain and lighting on the correct operating schedule.

11. **Tighten all electrical connections in control panel**
 - Helps prevent electrical shorts and potential control or equipment damage.
12. **Take megohm readings on pump motor and cable**
 - Measures insulation resistance, helping to monitor the condition of motor windings and cable.

Exclusions:

1. **Light fixtures or lamps**
 - Replacement of light fixtures or lamps is not included in this agreement and will be billed separately as needed.
2. **Labor or parts not specifically listed under the inclusions**
 - Any additional work or materials beyond the defined scope will be quoted and billed separately.

In addition to the services outlined above, you will receive a **quarterly report detailing voltage, amperage, and megohm readings** for each floating fountain. These readings provide insight into the condition of the pump motors and the integrity of the power cables. This proactive monitoring allows us to identify early signs of motor deterioration, enabling us to develop a preventive action plan to minimize potential downtime.

All maintenance procedures included in this agreement **meet or exceed the recommended service standards of leading fountain manufacturers**, ensuring that the equipment remains properly maintained throughout the warranty period.

COST AND TERMS

This service agreement will remain in effect for **one (1) year** and will automatically renew at the end of each term unless terminated by either party. Either party may cancel the agreement at any time by providing **30 days' prior written notice**.

The services outlined above will be provided at a rate of **\$540 per quarter**, with billing occurring **quarterly**. Payment terms are **Net 30** from the date of each invoice. This proposal is valid for **30 days** from the date of issuance.

We appreciate the opportunity to serve your aquatic needs. Please sign and email back to:
customerservice@innovativefountainservices.com

Thank you for allowing our TEAM the opportunity of EARNING YOUR BUSINESS!

Customer or Authorize Signature

Date

Print Name and Title of Signer

D.



Proposal #: 601192

Date: 9/2/2025

From: Travis Arnold

**Landscape Enhancement Proposal for
Celestina North**

Cody Ayers
Vesta Property Services

ayersc@icloud.com

LOCATION OF PROPERTY

36 Mandara Way
St Johns, FL 32256

Bore Project along Sitara Ln

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Bore underneath Roadway Sitara Ln	1	\$6,500.00	\$6,500.00

Bore across Sitara from electrical unit to lake bank.

Terms and Conditions: Signature below authorizes Yellowstone to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

AUTHORIZATION TO PERFORM WORK:

By _____

Print Name/Title

Date _____

Celestina North

Subtotal	\$6,500.00
Sales Tax	\$0.00
Proposal Total	\$6,500.00

THIS IS NOT AN INVOICE

SEVENTH ORDER OF BUSINESS

From: Taylor Tennison ttennison@vestapropertyservices.com
Subject: RE: Isles of Bartram Park CDD meeting
Date: September 2, 2025 at 10:56 AM
To: Scott Forshey-Friedman supervisorforsheyfriedman@gmail.com, Sarah Sweeting ssweeting@gmsnf.com

Good morning,

Boring \$6,500.00
Electrical \$5,200.00
Fountain \$11,000

Regards,



Your Community.
Our Commitment.

Taylor Tennison, LCAM
Celestina POA Property Manager
P. 904-429-7159
C. 904-747-0181 X186

Vesta Property Services
200 Business Park Circle, Suite 101
St. Augustine, FL 32095
www.VestaPropertyServices.com



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From: Scott Forshey-Friedman <supervisorforsheyfriedman@gmail.com>
Sent: Tuesday, September 2, 2025 10:17 AM
To: Sarah Sweeting <ssweeting@gmsnf.com>
Cc: Taylor Tennison <ttennison@vestapropertyservices.com>
Subject: Re: Isles of Bartram Park CDD meeting

Taylor-

See if we get can electricity, boring and fountain for pond 7 please.

Scott Forshey-Friedman
Supervisor-Isles Of Bartram Park CDD

On Sep 2, 2025, at 9:55 AM, Sarah Sweeting <ssweeting@gmsnf.com> wrote:

Hi Scott/Taylor,

Are you able to obtain proposals for the below by the November meeting?

Please let me know if there's anything I can do.

Sarah Sweeting
Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, Florida 32092
(904) 940-5850 x 402
ssweeting@gmsnf.com

Begin forwarded message:

From: Joe Zemel <joezemel@gmail.com>
Subject: Re: Isles of Bartram Park CDD meeting
Date: September 2, 2025 at 9:51:04 AM EDT
To: Sarah Sweeting <ssweeting@gmsnf.com>
Cc: Joe Zemel <joezemelcdd@gmail.com>, Jim Oliver <joliver@gmsnf.com>
Reply-To: joe@zemel.org

Sarah,

If we don't have it, can we have the pricing for the fountain installation and purchase for pond 7 for this meeting?

Thanks,
Joe

On Tue, Sep 2, 2025, 9:45 AM Sarah Sweeting <ssweeting@gmsnf.com> wrote:

Hi Joe,

I've removed Scott from this email chain to ensure we remain in

I've removed Scott from this email chain to ensure we remain in compliance with the Sunshine Law.

The next meeting is scheduled for November 14th. I've requested proposals from three vendors for a Capital Reserve Report, which will be presented for consideration at that meeting.

I'll also add an agenda item for discussion of pond fountains.

Thank you,

Sarah Sweeting
Governmental Management Services, LLC
[475 West Town Place, Suite 114](#)
[St. Augustine, Florida 32092](#)
(904) 940-5850 x 402
ssweeting@gmsnf.com

On Sep 2, 2025, at 8:38 AM, Joe Zemel
<joezemelcdd@gmail.com> wrote:

Sarah and Jim,

I have the next meeting on my calendar for both November 14 and 21. Which is the correct date of the next meeting, so I can adjust my calendar?

In addition to budget ratification, what other topics are going to be covered?

At the last meeting the topic of a reserve study came up. Will the cost for this be covered? Also, at a prior meeting we discussed that we would hold off putting a fountain in pond 7 until 2026. Can the vote for this happen at the November meeting, holding off any work (cost) until January 2026?

Thanks,
Joe

EIGHTH ORDER OF BUSINESS

904-226-7031

FIRST CHOICE AQUATICS
14289 DENTON ROAD
JACKSONVILLE, FL. 32226
www.firstchoiceaquaticsjax@gmail.com

08/28/2025

Alum Application for Algae Control

(One-time treatment)

This agreement dated effective to start _____, 2025 is made between First Choice Aquatics, Inc. and

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Hereinafter called "Customer".

1. First Choice Aquatics agrees to provide Aluminum Sulfate treatment in accordance with the terms and conditions of this agreement and within all governmental regulations at the following location(s):

POND 7 LOCATED AT CELESTINA

Pond 7: \$3500.00

50% off discount: Total treatment cost \$1750.00

2. The effective date of this agreement is _____.
3. All Included: Aluminum Sulfate application for the most effective algae treatment.
4. The Customer agrees to pay First Choice Aquatics the following sum(s) for specified Aluminum Sulfate services. The pond can be treated for a total of **\$1750.00.**
5. In addition, First Choice Aquatics will provide free call back service within 24 hours.
6. Payment schedule is as follows:
-Payment for the Aluminum Sulfate treatment is due upon the execution of this agreement.

FIRST CHOICE AQUATICS

14289 DENTON ROAD
JACKSONVILLE, FL. 32226

904-226-7031

www.firstchoiceaquaticsjax@gmail.com

08/28/2025

Terms and Conditions:

1. Aluminum Sulfate treatment will commence within ten business days of the execution of this agreement.
2. Neither party shall be responsible in damages, penalties, or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, accidents, acts of God, governmental order and regulations, curtailment or failure to obtain enough material or other cause beyond its reasonable control in which it is unable to overcome. Should First choice aquatics be prohibited, restricted, or otherwise prevented from rendering specified services by any of the conditions, First Choice Aquatics shall notify the customer of said condition and of the excess direct costs arising therefrom.
3. Time-use restrictions – When federal and state regulations require water-time restrictions following the application of aquatic herbicides, First Choice Aquatics will notify the customer in writing of such restrictions at the time of treatment. It shall be the responsibility of the customer to comply with the restrictions throughout the required period of time-use restrictions. Customer understands and agrees that notwithstanding any other provisions of this agreement, First Choice Aquatics does not assume any liability for failure by any party to be notified of, or comply with, the above time-use restrictions.
4. Authorized Agent – Customer warrants that he/she is authorized to execute this aquatic management agreement on behalf of the riparian owner and to hold First Choice Aquatics harmless for consequences of such services not arising out of the sole negligence of First Choice Aquatics.
5. Payments – The one time fee amount is firm for the entire term of the original agreement. The customer agrees to reimburse First Choice Aquatics for any bank charges resulting from a returned check for insufficient funds.
6. Payment of services are due within 15 days of invoice due date. Customer agrees to pay interest on all late payments. This interest amount is set at 18% APR or 1 ½ per month. Services will be restricted on any account sixty (60) days past due until payment is received in full.
7. Non-Payment, Default – In the case of non-payment by the customer, First Choice Aquatics reserves the right following written notice to the customer to terminate this agreement, and reasonable attorneys' fee and costs of collection shall be paid by the customer, whether the suit is filed or not. In addition, interest at the rate of one and one half percent (1.5%) per month may be assessed for the period of delinquency.
8. Assignment of the agreement – This agreement is not assignable by the customer except upon written consent by First Choice Aquatics.
9. Termination of Contract: A 30-day written notice by either party is required to terminate this contract.

FIRST CHOICE AQUATICS

14289 DENTON ROAD
JACKSONVILLE, FL. 32226

904-226-7031

www.firstchoiceaquaticsjax@gmail.com

08/28/2025

The terms and conditions in this entire agreement form an integral part of this agreement and the CLIENT hereby acknowledges that he has read, is familiar with, and will comply with the contents thereof.

First Choice Aquatics, Inc.

CLIENT

Signed: _____

Signed: _____

Daniel J. Thomas, President

Print Name: _____

NINTH ORDER OF BUSINESS

RESOLUTION 2026-01

WHEREAS, the Board of Supervisors, hereinafter referred to as the “Board”, of the Isles Bartram Park Community Development District, hereinafter referred to as “District”, adopted a General Fund and Capital Reserve Fund Budget for fiscal year 2025, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

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

1. The General Fund and Capital Reserve Fund Budget are hereby amended in accordance with Exhibit “A” attached.
2. This resolution shall become effective this 14h day of November, 2025 and be reflected in the monthly and fiscal Year End 9/30/25 Financial Statements and Audit Report of the District

Isles Bartram Park

Community Development District

by: _____
Chairman

Attest:

by: _____
Secretary

ISLES OF BARTRAM PARK CDD
RESOLUTION 2026-01

EXHIBIT A

Isles of Bartram Park

Community Development District

General Fund

Budget Amendment

For The Period Ending September 30, 2025

	Adopted	Increase	Amended	Actual
	Budget	(Decrease)	Budget	Thru 09/30/25
Revenues:				
Special Assessments - Tax Roll	\$ 317,987	\$ 5,186	\$ 323,172	\$ 323,172
Interest	3,414	4,075	7,489	7,489
Total Revenues	\$ 321,401	\$ 9,260	\$ 330,661	\$ 330,661
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 4,000	\$ 400	4,400	\$ 4,400
PR-FICA	306	- 31	337	337
Engineering	12,000	-	12,000	-
Attorney	10,000	(5,000)	5,000	1,724
Annual Audit	4,100	-	4,100	4,100
Assessment Administration	5,618	-	5,618	5,618
Arbitrage Rebate	1,200	-	1,200	1,200
Dissemination Agent	7,866	-	7,866	7,866
Trustee Fees	8,800	-	8,800	8,800
Management Fees	54,694	-	54,694	54,694
Information Technology	1,800	-	1,800	1,800
Website Maintenance	1,200	-	1,200	1,200
Telephone	150	(100)	50	49
Postage & Delivery	500	-	500	414
Insurance General Liability/Public Officials	12,854	(517)	12,337	12,337
Printing & Binding	500	(300)	200	178
Legal Advertising	1,265	(600)	665	568
Other Current Charges	1,000	(300)	700	627
Office Supplies	200	(196)	4	4
Dues, Licenses & Subscriptions	175	-	175	175
Total General & Administrative	\$ 128,228	\$ (6,582)	\$ 121,646	\$ 106,090
<u>Operations & Maintenance</u>				
Field Expenditures				
Landscape Maintenance (Yellowstone)	\$ 64,972	\$ -	\$ 64,972	\$ 50,379
Lake Maintenance (First Choice Aquatics)	33,700	(3,500)	30,200	30,200
Waterfall/Entry Pond Maintenance	11,500	(4,000)	7,500	6,696
Lake Fountains Maintenance (First Coast Aquatics)	14,000	(10,510)	3,490	3,490
Management	6,000	-	6,000	6,000
Utilities	10,000	(3,500)	6,500	5,744
General Maintenance	3,000	3,173	6,173	6,173
Subtotal Field Expenditures	\$ 143,172	\$ (18,337)	\$ 124,835	\$ 108,682
Total Operations & Maintenance	\$ 143,172	\$ (18,337)	\$ 124,835	\$ 108,682
Total Expenditures	\$ 271,400	\$ (24,919)	\$ 246,481	\$ 214,773
Excess (Deficiency) of Revenues over Expenditures	\$ 50,000	\$ 34,180	\$ 84,180	\$ 115,888
<u>Other Financing Sources/(Uses):</u>				
Capital Reserve Fund	(50,000)	-	(50,000)	(50,000)
Total Other Financing Sources/(Uses)	\$ (50,000)	\$ -	\$ (50,000)	\$ (50,000)
Net Change in Fund Balance	\$ 0	\$ 34,180	\$ 34,180	\$ 65,888
Fund Balance - Beginning	\$ -		\$ 146,898	\$ 146,898
Fund Balance - Ending	\$ 0	\$ 34,180	\$ 181,078	\$ 212,786

Isles of Bartram Park
Community Development District
Capital Reserve Fund
Budget Amendment
For The Period Ending September 30, 2025

	Adopted	Increase	Amended	Actual
	Budget	(Decrease)	Budget	Thru 09/30/25
Revenues				
Capital Reserve Transfer In	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
Interest	-	3,174	3,174	3,174
Total Revenues	\$ 50,000	\$ 3,174	\$ 53,174	\$ 53,174
Expenditures:				
Capital Outlay	\$ -	\$ 32,550	\$ 32,550	\$ 32,550
Repairs and Maintenance	-	13,952	13,952	13,952
Other Service Charges	-	215	215	215
Total Expenditures	\$ -	\$ 46,717	\$ 46,717	\$ 46,717
Excess (Deficiency) of Revenues over Expenditures	\$ 50,000	\$ (43,543)	\$ 6,457	\$ 6,457
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 50,000	\$ (43,543)	\$ 6,457	\$ 6,457
Fund Balance - Beginning	\$ 50,923	\$ -	\$ 50,923	\$ 92,361
Fund Balance - Ending	\$ 100,923	\$ (43,543)	\$ 57,380	\$ 98,818

ELEVENTH ORDER OF BUSINESS

C.

1.



Isles of Bartram Park Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of five board meetings were held during the Fiscal Year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field manager and/or district manager will conduct quarterly inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field manager and/or district manager visits were successfully completed, as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within field management services agreement

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair:_____

Date:_____

Print Name:_____

Isles of Bartram Park Community Development District

District Manager:_____

Date:_____

Print Name:_____

Isles of Bartram Park Community Development District

FOURTEENTH ORDER OF BUSINESS

A.

Isles of Bartram Park
Community Development District

Unaudited Financial Reporting
September 30, 2025



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6	<u>Capital Reserve Fund</u>
7	<u>Long Term Debt Report</u>
8	<u>Assessment Receipt Schedule</u>
9	<u>Check Register Summary</u>

Isles of Bartram Park
Community Development District
Combined Balance Sheet
September 30, 2025

	General Fund	Debt Service Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:				
Cash:				
Operating Account - Truist	\$ 105,739	\$ -	\$ 39,719	\$ 145,458
Assessments Receivable	12,016	-	-	12,016
Due from Other	-	-	-	-
Due from General Fund - Series 2015	-	8,468	-	8,468
Due from General Fund - Series 2017	-	7,187	-	7,187
Due from Developer	900	-	-	900
Investments:				
State Board of Administration (SBA)	97,881	-	59,099	156,980
Series 2015				
Reserve	-	218,876	-	218,876
Interest	-	97	-	97
Revenue	-	412,541	-	412,541
Sinking Fund	-	271	-	271
Gen Redemption	-	1,759	-	1,759
Prepayment	-	18	-	18
Series 2017				
Reserve	-	170,000	-	170,000
Interest	-	78	-	78
Principal	-	-	-	-
Revenue	-	371,901	-	371,901
Prepayment	-	18	-	18
Sinking Fund	-	151	-	151
Prepaid Expenses	12,738	-	-	12,738
Deposits	-	-	-	-
Total Assets	\$ 229,274	\$ 1,191,364	\$ 98,818	\$ 1,519,456
Liabilities:				
Accounts Payable	\$ 832	\$ -	\$ -	\$ 832
FICA Payable	-	-	-	-
Due to Debt Service - Series 2015	8,468	-	-	8,468
Due to Debt Service - Series 2017	7,187	-	-	7,187
Total Liabilities	\$ 16,488	\$ -	\$ -	\$ 16,488
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ -	\$ -	\$ -	\$ -
Restricted for:				
Debt Service	-	1,191,364	-	1,191,364
Capital Project	-	-	-	-
Assigned for:				
Capital Reserve Fund	-	-	98,818	98,818
Capital Reserves	-	-	-	-
Unassigned	212,786	-	-	212,786
Total Fund Balances	\$ 212,786	\$ 1,191,364	\$ 98,818	\$ 1,502,968
Total Liabilities & Fund Balance	\$ 229,274	\$ 1,191,364	\$ 98,818	\$ 1,519,456

Isles of Bartram Park

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2025

	Adopted Budget	Prorated Budget Thru 09/30/25	Actual Thru 09/30/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 317,987	\$ 317,987	\$ 323,172	\$ 5,186
Interest	3,414	3,414	7,489	4,075
Total Revenues	\$ 321,401	\$ 321,401	\$ 330,661	\$ 9,260
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 4,000	\$ 4,000	\$ 4,400	\$ (400)
PR-FICA	306	306	337	(31)
Engineering	12,000	12,000	-	12,000
Attorney	10,000	10,000	1,724	8,277
Annual Audit	4,100	4,100	4,100	-
Assessment Administration	5,618	5,618	5,618	-
Arbitrage Rebate	1,200	1,200	1,200	-
Dissemination Agent	7,866	7,866	7,866	-
Trustee Fees	8,800	8,800	8,800	-
Management Fees	54,694	54,694	54,694	-
Information Technology	1,800	1,800	1,800	-
Website Maintenance	1,200	1,200	1,200	-
Telephone	150	150	49	101
Postage & Delivery	500	500	414	86
Insurance General Liability/Public Officials	12,854	12,854	12,337	517
Printing & Binding	500	500	178	322
Legal Advertising	1,265	1,265	568	697
Other Current Charges	1,000	1,000	627	373
Office Supplies	200	200	4	196
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 128,228	\$ 128,228	\$ 106,090	\$ 22,138
<u>Operations & Maintenance</u>				
Field Expenditures				
Landscape Maintenance (Yellowstone)	\$ 64,972	\$ 64,972	\$ 50,379	\$ 14,593
Lake Maintenance (First Choice Aquatics)	33,700	33,700	30,200	3,500
Waterfall/Entry Pond Maintenance	11,500	11,500	6,696	4,804
Lake Fountains Maintenance (First Coast Aquatics)	14,000	14,000	3,490	10,510
Management	6,000	6,000	6,000	-
Utilities	10,000	10,000	5,744	4,256
General Maintenance	3,000	3,000	6,173	(3,173)
Subtotal Field Expenditures	\$ 143,172	\$ 143,172	\$ 108,682	\$ 34,490
Total Operations & Maintenance	\$ 143,172	\$ 143,172	\$ 108,682	\$ 34,490
Total Expenditures	\$ 271,400	\$ 271,400	\$ 214,773	\$ 56,628
Excess (Deficiency) of Revenues over Expenditures	\$ 50,000		\$ 115,888	
<u>Other Financing Sources/(Uses):</u>				
Capital Reserve Fund	(50,000)	(50,000)	(50,000)	-
Total Other Financing Sources/(Uses)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ -
Net Change in Fund Balance	\$ 0		\$ 65,888	
Fund Balance - Beginning	\$ -		\$ 146,898	
Fund Balance - Ending	\$ 0		\$ 212,786	

Isles of Bartram Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 21,137	\$ 36,704	\$ 233,619	\$ 21,865	\$ -	\$ 3,581	\$ -	\$ -	\$ 2,832	\$ -	\$ 3,435	\$ 323,172
Interest	216	203	203	229	1,048	1,157	1,119	823	791	599	592	511	7,489
Total Revenues	\$ 216	\$ 21,339	\$ 36,907	\$ 233,848	\$ 22,913	\$ 1,157	\$ 4,700	\$ 823	\$ 791	\$ 3,431	\$ 592	\$ 3,945	\$ 330,661
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ 800	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ 800	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 4,400
PR-FICA	-	61	-	-	61	-	-	61	77	-	77	-	337
Engineering	-	-	-	-	-	-	-	-	-	-	-	-	-
Attorney	24	141	47	116	304	308	116	410	141	119	-	-	1,724
Annual Audit	-	-	-	-	-	1,000	3,100	-	-	-	-	-	4,100
Assessment Administration	5,618	-	-	-	-	-	-	-	-	-	-	-	5,618
Arbitrage Rebate	-	-	600	-	-	-	-	-	-	-	-	600	1,200
Dissemination Agent	656	656	656	656	656	656	656	656	656	656	656	656	7,866
Trustee Fees	-	4,400	-	-	-	-	-	-	-	-	4,400	-	8,800
Management Fees	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	54,694
Information Technology	150	150	150	150	150	150	150	150	150	150	150	150	1,800
Website Maintenance	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Telephone	22	-	-	5	-	-	6	-	-	10	6	-	49
Postage & Delivery	7	130	-	33	30	31	31	4	35	8	92	13	414
Insurance General Liability/Public Officials	12,337	-	-	-	-	-	-	-	-	-	-	-	12,337
Printing & Binding	0	-	34	0	8	29	-	1	33	9	34	30	178
Legal Advertising	69	-	-	-	70	-	-	137	-	216	75	-	568
Other Current Charges	39	47	39	39	42	42	142	42	57	42	57	42	627
Office Supplies	0	0	0	0	0	0	0	0	1	0	0	1	4
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 23,755	\$ 11,043	\$ 6,184	\$ 5,656	\$ 6,779	\$ 6,873	\$ 8,858	\$ 6,918	\$ 6,806	\$ 5,867	\$ 11,204	\$ 6,149	\$ 106,090
Operations & Maintenance													
Field Expenditures													
Landscape Maintenance (Yellowstone)	\$ 3,154	\$ 3,154	\$ 5,293	\$ 3,244	\$ 11,890	\$ 3,959	\$ 3,244	\$ 3,244	\$ 3,244	\$ 3,355	\$ 3,355	\$ 3,244	\$ 50,379
Lake Maintenance (First Choice Aquatics)	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	5,450	-	4,850	3,100	30,200
Waterfall/Entry Pond Maintenance	1,193	738	1,315	450	916	-	352	350	377	362	315	328	6,696
Lake Fountains Maintenance (First Coast Aquatics)	-	-	750	-	-	400	840	-	750	-	-	750	3,490
Management	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Utilities	405	393	552	617	503	491	656	749	752	142	485	-	5,744
General Maintenance	-	2,206	-	-	-	-	800	431	882	1,854	-	-	6,173
Subtotal Field Expenditures	\$ 7,353	\$ 9,091	\$ 10,510	\$ 6,911	\$ 15,909	\$ 7,450	\$ 8,492	\$ 7,374	\$ 11,954	\$ 6,212	\$ 9,505	\$ 7,922	\$ 108,682
Total Operations & Maintenance	\$ 7,353	\$ 9,091	\$ 10,510	\$ 6,911	\$ 15,909	\$ 7,450	\$ 8,492	\$ 7,374	\$ 11,954	\$ 6,212	\$ 9,505	\$ 7,922	\$ 108,682
Total Expenditures	\$ 31,107	\$ 20,134	\$ 16,693	\$ 12,567	\$ 22,688	\$ 14,323	\$ 17,349	\$ 14,292	\$ 18,760	\$ 12,079	\$ 20,709	\$ 14,071	\$ 214,773
Excess (Deficiency) of Revenues over Expenditures	\$ (30,891)	\$ 1,206	\$ 20,213	\$ 221,282	\$ 225	\$ (13,166)	\$ (12,649)	\$ (13,469)	\$ (17,969)	\$ (8,649)	\$ (20,118)	\$ (10,126)	\$ 115,888
Other Financing Sources/Uses:													
Transfer In/(Out)	-	-	-	-	-	-	-	(50,000)	-	-	-	-	(50,000)
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (50,000)	\$ -	\$ -	\$ -	\$ -	\$ (50,000)
Net Change in Fund Balance	\$ (30,891)	\$ 1,206	\$ 20,213	\$ 221,282	\$ 225	\$ (13,166)	\$ (12,649)	\$ (63,469)	\$ (17,969)	\$ (8,649)	\$ (20,118)	\$ (10,126)	\$ 65,888

Isles of Bartram Park

Community Development District

Debt Service Fund Series 2015

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 429,732	\$ 429,732	\$ 436,748	\$ 7,016
Interest Income	12,000	12,000	25,720	13,720
Total Revenues	\$ 441,732	\$ 441,732	\$ 462,468	\$ 20,736
Expenditures:				
Interest - 11/1	\$ 139,934	\$ 139,934	\$ 139,806	\$ 128
Principal - 11/1	135,000	135,000	135,000	-
Interest - 5/1	136,981	136,981	136,853	128
Special Call - 5/1	-	-	5,000	(5,000)
Total Expenditures	\$ 411,916	\$ 411,916	\$ 416,659	\$ (4,744)
Excess (Deficiency) of Revenues over Expenditures	\$ 29,817		\$ 45,809	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 29,817		\$ 45,809	
Fund Balance - Beginning	\$ 367,939		\$ 596,220	
Fund Balance - Ending	\$ 397,756		\$ 642,029	

Isles of Bartram Park

Community Development District

Debt Service Fund Series 2017

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 364,708	\$ 364,708	\$ 370,683	\$ 5,975
Interest Income	10,000	10,000	21,816	11,816
Total Revenues	\$ 374,708	\$ 374,708	\$ 392,498	\$ 17,791
Expenditures:				
Interest - 11/1	\$ 112,434	\$ 112,434	\$ 112,309	\$ 125
Principal - 11/1	115,000	115,000	115,000	-
Interest - 5/1	110,134	110,134	110,009	125
Special Call - 5/1	-	-	5,000	(5,000)
Total Expenditures	\$ 337,569	\$ 337,569	\$ 342,319	\$ (4,750)
Excess (Deficiency) of Revenues over Expenditures	\$ 37,139		\$ 50,180	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 37,139		\$ 50,180	
Fund Balance - Beginning	\$ 323,485		\$ 499,155	
Fund Balance - Ending	\$ 360,624		\$ 549,335	

Isles of Bartram Park

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
Revenues				
Capital Reserve Transfer In	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Interest	-	-	3,174	3,174
Total Revenues	\$ 50,000	\$ 50,000	\$ 53,174	\$ 3,174
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 32,550	\$ (32,550)
Repairs and Maintenance	-	-	13,952	(13,952)
Other Service Charges	-	-	215	(215)
Total Expenditures	\$ -	\$ -	\$ 46,717	\$ (46,717)
Excess (Deficiency) of Revenues over Expenditures	\$ 50,000		\$ 6,457	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 50,000		\$ 6,457	
Fund Balance - Beginning	\$ 50,923		\$ 92,361	
Fund Balance - Ending	\$ 100,923		\$ 98,818	

Isles of Bartram Park
Community Development District
Long Term Debt Report

Series 2015 Special Assessment Bonds

Interest Rate:	4.375%-5.125%
Maturity Date:	11/1/1945
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$214,291
Reserve Fund Balance	218,876
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)
Less: May 1, 2022 (Prepayment)	(\$85,000)
Less: November 1, 2022	(\$120,000)
Less: November 1, 2022 (Prepayment)	(\$5,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)
Less: November 1, 2023	(\$130,000)
Less: November 1, 2023 (Prepayment)	(\$5,000)
Less: November 1, 2024	(\$135,000)
Less: May 1, 2025 (Prepayment)	(\$5,000)
Current Bonds Outstanding	\$5,405,000

Series 2017 Special Assessment Bonds

Interest Rate:	3.50%-5.00%
Maturity Date:	11/1/1947
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$169,678
Reserve Fund Balance	170,000
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)
Less: May 1, 2022 (Prepayment)	(\$15,000)
Less: November 1, 2022	(\$105,000)
Less: November 1, 2022 (Prepayment)	(\$5,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)
Less: November 1, 2023	(\$110,000)
Less: November 1, 2023 (Prepayment)	(\$5,000)
Less: November 1, 2024	(\$115,000)
Less: May 1, 2025 (Prepayment)	(\$5,000)
Current Bonds Outstanding	\$4,590,000

Total Bonds Outstanding	\$9,995,000
--------------------------------	--------------------

B.

Isles of Bartram Park
Community Development District

Fiscal Year 2025 Assessment Receipts

ASSESSED TO	# LOTS	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	O&M ASMT	TOTAL ASMTS
TAX ROLL NET	635	429,732.19	364,728.02	317,980.57	1,112,440.78
TOTAL DISTRICT NET	635	429,732.19	364,728.02	317,980.57	1,112,440.78

RECEIVE FROM	BALANCE DUE	SERIES 2015 DEBT SERVICE RECEIVED	SERIES 2017 DEBT SERVICE RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL RECEIVED / DUE	(18,162.44)	436,748.29	370,682.82	323,172.12	1,130,603.24
TOTAL RECEIPTS / DUE	(18,162.44)	436,748.29	370,682.82	323,172.12	1,130,603.24

TAX ROLL RECEIPTS

ST JOHNS COUNTY DISTRIBUTION	DATE	SERIES 2015 DEBT SERVICE ASMT	SERIES 2017 DEBT SERVICE ASMT	O&M ASMT	TOTAL RECEIVED
1	11/5/2024	1,654.35	1,404.11	1,224.14	4,282.60
2	11/15/2024	14,461.29	12,273.78	10,700.63	37,435.70
3	11/19/2024	12,449.30	10,566.13	9,211.86	32,227.29
4	12/6/2024	32,925.91	27,945.32	24,363.54	85,234.77
5	12/19/2024	16,677.27	14,154.55	12,340.36	43,172.18
6	1/9/2025	314,796.10	267,177.93	232,933.54	814,907.57
INT DIST 1	1/13/2025	926.67	786.49	685.69	2,398.85
7	2/20/2025	29,549.02	25,079.23	21,864.81	76,493.06
8	4/8/2025	4,382.19	3,719.31	3,242.60	11,344.10
INT DIST 2	4/14/2025	457.78	388.54	338.74	1,185.06
10	7/10/2025	3,826.87	3,247.99	2,831.70	9,906.56
INT DIST 3	10/9/2025	33.58	28.50	24.84	86.92
EXCESS FEES	10/28/2025	4,607.97	3,910.94	3,409.67	11,928.58
		-	-	-	-
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		436,748.29	370,682.82	323,172.12	1,130,603.24

PERCENT COLLECTED TAX ROLL	102%	102%	102%	102%
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C.

Isles of Bartram Park
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025
Check Register

<i>Fund</i>	<i>Date</i>	<i>check #'s</i>	<i>Amount</i>	<i>Total</i>
General Fund				
	7/1/25 -7/31/25	1246-1255	\$14,897.09	
	8/1/25 -8/31/25	1256-1267	21,432.65	
	9/1/25 -9/30/25	1268-1278	<u>28,371.96</u>	
				\$64,701.70
Capital Reserve				
	7/1/25 -7/31/25	3-4	\$17,974.00	
	8/1/25 -8/31/25	5-6	7,451.74	
	9/1/25 -9/30/25	7-8	<u>21,076.00</u>	
				\$46,501.74
TOTAL				\$111,203.44

* Fedex Invoices available upon request

ISLES OF BARTRAM - GENERAL
 BANK A ISLES OF BARTRAM

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
7/01/25	00036	6/25/25	3203	202506 320-57200-46300		*	350.00		
			REPLMT (5) LIGHT BULBS						
					FIRST CHOICE AQUATICS			350.00	001246
7/01/25	00038	6/29/25	062925-2	202506 320-57200-46600		*	881.75		
			RPL LANDSCAPE LIGHTING						
					CARLTON J MURPHY			881.75	001247
7/01/25	00032	6/30/25	3584475	202503 310-51300-31500		*	308.00		
			MAR GENERAL COUNSEL						
		6/30/25	3584475	202504 310-51300-31500		*	115.50		
			APR GENERAL COUNSEL						
					KUTAK ROCK LLP			423.50	001248
7/08/25	00036	4/23/25	3087	202504 320-57200-46300		*	420.00		
			REPLMT (6) LIGHT BULBS						
					FIRST CHOICE AQUATICS			420.00	001249
7/08/25	00036	7/01/25	3253	202506 320-57200-46100		*	2,100.00		
			JUL LAKE MAINTENANCE						
		7/01/25	3253	202506 320-57200-46100		*	1,000.00		
			ADD'L MONTHLY TREATMENTS						
					FIRST CHOICE AQUATICS			3,100.00	001250
7/08/25	00001	7/01/25	139	202507 310-51300-34000		*	4,557.83		
			JUL MANAGEMENT FEES						
		7/01/25	139	202507 310-51300-52000		*	100.00		
			JUL WEBSITE ADMIN						
		7/01/25	139	202507 310-51300-35100		*	150.00		
			JUL INFORMATION TECH						
		7/01/25	139	202507 310-51300-31200		*	655.50		
			JUL DISSEMINATION SVCS						
		7/01/25	139	202507 310-51300-51000		*	.33		
			OFFICE SUPPLIES						
		7/01/25	139	202507 310-51300-42000		*	7.59		
			POSTAGE						
		7/01/25	139	202507 310-51300-42500		*	9.30		
			COPIES						
		7/01/25	139	202507 310-51300-41000		*	9.62		
			TELEPHONE						
					GOVERNMENTAL MANAGEMENT SERVICES			5,490.17	001251
7/08/25	00023	6/30/25	2029077	202506 320-57200-46400		*	376.74		
			JUN WATERFALL FOUNT/CHMS						
					INNOVATIVE FOUNTAIN SERVICES INC			376.74	001252

IBTR ISLES OF BRTRM TLEE

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
7/08/25	00018	7/01/25 427360	202507 320-53800-45501	JUL MANAGEMENT SERVICES	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 001253
7/22/25	00022	7/01/25 946705	202507 320-57200-46200	JUL LANDSCAPE MAINTENANCE	*	3,243.93	
				YELLOWSTONE LANDSCAPE			3,243.93 001254
7/22/25	00022	7/22/25 957968	202507 320-57200-46200	IRRIGATION REPAIRS	*	111.00	
				YELLOWSTONE LANDSCAPE			111.00 001255
8/05/25	00036	8/01/25 3288	202508 320-57200-46100	AUG LAKE MAINTENANCE	*	2,100.00	
		8/01/25 3288	202508 320-57200-46100	ADD'L MONTHLY TREATMENTS	*	1,000.00	
				FIRST CHOICE AQUATICS			3,100.00 001256
8/05/25	00038	7/29/25 072925-3	202507 320-57200-46600	INSTAL IRRIGATION METER	*	1,853.77	
				CARLTON J MURPHY			1,853.77 001257
8/05/25	00023	7/31/25 2029294	202507 320-57200-46400	JUL WATERFALL FOUNT MAINT	*	202.50	
		7/31/25 2029294	202507 320-57200-46400	JUL CHEMICALS ADDED	*	159.29	
				INNOVATIVE FOUNTAIN SERVICES INC			361.79 001258
8/05/25	00018	8/01/25 427797	202508 320-53800-45501	AUG MANAGEMENT SERVICES	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 001259
8/11/25	00001	8/01/25 141	202508 310-51300-34000	AUG MANAGEMENT FEES	*	4,557.83	
		8/01/25 141	202508 310-51300-52000	AUG WEBSITE ADMIN	*	100.00	
		8/01/25 141	202508 310-51300-35100	AUG INFORMATION TECH	*	150.00	
		8/01/25 141	202508 310-51300-31200	AUG DISSEMINATION SVCS	*	655.50	
		8/01/25 141	202508 310-51300-51000	OFFICE SUPPLIES	*	.27	
		8/01/25 141	202508 310-51300-42000	POSTAGE	*	92.00	
		8/01/25 141	202508 310-51300-42500	COPIES	*	33.75	

IBTR ISLES OF BRTRM TLEE

CHECK DATE	VEND#	INVOICE DATE	INVOICE INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
		8/01/25	141 TELEPHONE	202508	310	51300	41000			*	5.82		
								GOVERNMENTAL MANAGEMENT SERVICES				5,595.17	001260
8/19/25	00041	7/31/25	7249862 NOTICE OF BUDGET MTG-8/8	202507	310	51300	48000			*	216.20		
								GANNETT MEDIA CORP DBA GANNET				216.20	001261
8/19/25	00022	8/01/25	968682 AUG LANDSCAPE MAINTENANCE	202508	320	57200	46200			*	3,243.93		
								YELLOWSTONE LANDSCAPE				3,243.93	001262
8/26/25	00016	8/19/25	00252-25 SE2017 TRUSTEE FEES	202508	310	51300	33000			*	4,400.00		
								THE BANK OF NEW YORK MELLON				4,400.00	001263
8/26/25	00025	6/20/25	06202025 REMIB JEA IRRIG 6/20/25	202505	320	57200	46500			*	748.68		
								CELESTINA MASTER HOA				748.68	001264
8/26/25	00025	7/21/25	07212025 REMIB JEA IRRIG 7/21/25	202506	320	57200	46500			*	751.61		
								CELESTINA MASTER HOA				751.61	001265
8/26/25	00032	8/25/25	3612312 MAY GENERAL COUNSEL	202505	310	51300	31500			*	409.50		
		8/25/25	3612312 JUN GENERAL COUNSEL	202506	310	51300	31500			*	141.00		
								KUTAK ROCK LLP				550.50	001266
8/26/25	00022	8/22/25	977828 IRRIGATION REPAIRS-AUG25	202508	320	57200	46200			*	111.00		
								YELLOWSTONE LANDSCAPE				111.00	001267
9/09/25	00036	8/29/25	3325 ONE TIME TREATMENT-POND 7	202508	320	57200	46100			*	1,750.00		
								FIRST CHOICE AQUATICS				1,750.00	001268
9/09/25	00036	9/01/25	3341 QRTL FOUNTAIN MAINT	202509	320	57200	46300			*	400.00		
								FIRST CHOICE AQUATICS				400.00	001269
9/09/25	00036	9/01/25	3372 SEP LAKE MAINTENANCE	202509	320	57200	46100			*	2,100.00		
		9/01/25	3372 ADD'L MONTHLY TREATMENTS	202509	320	57200	46100			*	1,000.00		
								FIRST CHOICE AQUATICS				3,100.00	001270
								IBTR ISLES OF BRTRM TLEE					

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
9/09/25	00001	9/01/25 142	202509 310-51300-34000	SEP MANAGEMENT FEES	*	4,557.83	
		9/01/25 142	202509 310-51300-52000	SEP WEBSITE ADMIN	*	100.00	
		9/01/25 142	202509 310-51300-35100	SEP INFORMATION TECH	*	150.00	
		9/01/25 142	202509 310-51300-31200	SEP DISSEMINATION SVCS	*	655.50	
		9/01/25 142	202509 310-51300-51000	OFFICE SUPPLIES	*	.54	
		9/01/25 142	202509 310-51300-42000	POSTAGE	*	13.32	
		9/01/25 142	202509 310-51300-42500	COPIES	*	30.15	
				GOVERNMENTAL MANAGEMENT SERVICES			5,507.34 001271
9/09/25	00013	9/04/25 28099	202509 310-51300-35300	ARB SE2017 FYE 7/31/25	*	600.00	
				GRAU & ASSOCIATES			600.00 001272
9/09/25	00023	9/02/25 2029558	202508 320-57200-46400	AUG WATERFALL FOUNT MAINT	*	202.50	
		9/02/25 2029558	202508 320-57200-46400	AUG CHEMICALS ADDED	*	112.85	
				INNOVATIVE FOUNTAIN SERVICES INC			315.35 001273
9/09/25	00018	9/01/25 428236	202509 320-53800-45501	SEP MANAGEMENT SERVICES	*	500.00	
				VESTA PROPERTY SERVICES, INC.			500.00 001274
9/16/25	00041	8/31/25 7301725	202508 310-51300-48000	NOTICE OF FY26 MEETINGS	*	75.44	
				GANNETT MEDIA CORP DBA GANNET			75.44 001275
9/16/25	00022	9/01/25 990977	202509 320-57200-46200	SEP LANDSCAPE MAINTENANCE	*	3,243.93	
				YELLOWSTONE LANDSCAPE			3,243.93 001276
9/23/25	00025	9/10/25 09102025	202507 320-57200-46500	REMIB JEA IRRIG 8/19/25	*	141.90	
				CELESTINA MASTER HOA			141.90 001277
9/23/25	00006	9/18/25 29495	202509 300-15500-10000	FY26 INSURANCE RENEWAL	*	12,738.00	
				EGIS INSURANCE ADVISORS LLC			12,738.00 001278
				TOTAL FOR BANK A		64,701.70	
				IBTR ISLES OF BRTRM TLEE			

CHECK	VEND#	INVOICE.....		...EXPENSED TO...				VENDOR NAME	STATUS	AMOUNT	CHECK.....
DATE		DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS			AMOUNT #
TOTAL FOR REGISTER										64,701.70	

INVOICE

First Choice Aquatics
14289 Denton Rd
Jacksonville, FL 32226

firstchoiceaquaticsjax@gmail.com
+2267031

Bill to
Isles of Bartram Park

Ship to
Isles of Bartram Park

Invoice details

Invoice no.: 3203
Terms: Net 30
Invoice date: 06/25/2025
Due date: 07/25/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Fountain Repair		5	\$70.00	\$350.00

Total **\$350.00**

1 70.00 Pond 1 Fountain: Replaced 1 light bulb
2 140.00 Pond 2 Fountain: Replaced 2 light bulbs
1 70.00 Pond 3 Fountain: Replaced 1 light bulb
1 70.00 Pond 4 Fountain: Replaced 1 light bulb

RECEIVED

By Tara Lee at 9:15 am, Jun 26, 2025

High Tide Electric

9758 Redbird Creek Dr S
Jacksonville, FL 32221 US
+19043432153
carlton.hightideelectric@gmail.com



**HIGH TIDE
ELECTRIC**

INVOICE

BILL TO
Isles of Bartram Park CDD
200 Business Park Circle, Suite 101
St. Augustine, FL 32095

INVOICE 062925-2
DATE 06/29/2025
TERMS Net 30
DUE DATE 07/29/2025

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
06/10/2025	Labor	Troubleshoot entrance lighting circuit. Disconnected lights behind entrance monument wall causing lighting circuit to trip.	1	150.00	150.00
06/24/2025	Labor	Replaced two landscape light fixtures located behind entrance monument wall. Replaced one landscape light fixture located under first palm tree in entrance island.	1	350.00	350.00
	Material		1	381.75	381.75

BALANCE DUE

\$881.75

RECEIVED

By Tara Lee at 9:15 am, Jun 30, 2025

KUTAK ROCK LLP
TALLAHASSEE, FLORIDA
Telephone 404-222-4600
Facsimile 404-222-4654

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Federal ID 47-0597598

June 30, 2025



Jim Oliver
Isles of Bartram Park CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3584475
10623-1

Re: Isles of Bartram Park CDD - General

For Professional Legal Services Rendered

03/08/25	G. Lovett	0.30	79.50	Monitor legislative process relating to matters impacting special districts
03/13/25	W. Haber	0.50	117.50	Review audit and confer with Peregrino regarding same
03/18/25	W. Haber	0.20	47.00	Review and respond to auditor inquiry
03/31/25	P. Avrett	0.40	64.00	Coordinate response to auditor letter
04/12/25	L. Whelan	0.30	115.50	Monitor legislative process relating to matters impacting special districts

TOTAL HOURS 1.70

TOTAL FOR SERVICES RENDERED \$423.50

TOTAL CURRENT AMOUNT DUE \$423.50

RECEIVED

By Tara Lee at 12:03 pm, Jun 30, 2025

INVOICE

First Choice Aquatics
14289 Denton Rd
Jacksonville, FL 32226

firstchoiceaquaticsjax@gmail.com
+2267031

Bill to
Isles of Bartram Park

Ship to
Isles of Bartram Park

Invoice details

Invoice no.: 3087
Terms: Net 30
Invoice date: 04/23/2025
Due date: 05/23/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Fountain Repair	Ponds 1, 2, 3, 4. Replaced a total of 6 light bulbs	6	\$70.00	\$420.00
Total						\$420.00

RECEIVED
By Tara Lee at 1:02 pm, Jul 07, 2025

First Choice Aquatics
14289 Denton Rd
Jacksonville, FL 32226 USA
+2267031
firstchoiceaquaticsjax@gmail.com

INVOICE

BILL TO

Isles of Bartram Park
C/O GMS,LLC
475 West Town Place, Suite
114
St. Augustine, Florida 32092

INVOICE # 3253
DATE 07/01/2025
DUE DATE 07/31/2025
TERMS Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Lake Maintenance	Isles of Bartram Park	1	2,100.00	2,100.00
Maintenance	Additional Treatments monthly	1	1,000.00	1,000.00

Services rendered are for the month listed above.

SUBTOTAL	3,100.00
TAX	0.00
TOTAL	3,100.00
BALANCE DUE	\$3,100.00

RECEIVED

By Tara Lee at 11:44 am, Jul 01, 2025

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

Invoice #: 139
Invoice Date: 7/1/25
Due Date: 7/1/25
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - July 2025		4,557.83	4,557.83
Website Administration - July 2025		100.00	100.00
Information Technology - July 2025		150.00	150.00
Dissemination Agent Services - July 2025		655.50	655.50
Office Supplies		0.33	0.33
Postage		7.59	7.59
Copies		9.30	9.30
Telephone		9.62	9.62

Total	\$5,490.17
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Payments/Credits	\$0.00
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Balance Due	\$5,490.17
--------------------	-------------------

By Tara Lee at 9:10 am, Jul 03, 2025

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493
USA
admin@innovativefountain-services.com

INVOICE

BILL TO

Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

INVOICE # 2029077
DATE 06/30/2025
DUE DATE 07/30/2025
TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Maintenance Service	Monthly Stationary Maintenance Waterfall Fountain- June	1	202.50	202.50
	Chemicals	Chemicals Added	1	174.24	174.24

BALANCE DUE

\$376.74

RECEIVED

By Tara Lee at 8:46 am, Jul 01, 2025



Invoice

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

Invoice #	427360
Date	07/01/2025
Terms	Due on receipt
Due Date	07/01/2025
Memo	WGV - MANAGEMENT

Bill To

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

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00

Total 500.00

RECEIVED

By Tara Lee at 11:42 am, Jul 01, 2025



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

Address: 475 West Town Pl
Suite 114
St. Augustine, FL 32092

INVOICE

INVOICE #	INVOICE DATE
946705	7/1/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: July 31, 2025

Invoice Amount: \$3,243.93

Description	Current Amount
Monthly Landscape Maintenance July 2025	\$3,243.93

Invoice Total **\$3,243.93**

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



INVOICE

INVOICE #	INVOICE DATE
957968	7/22/2025
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

Address: 475 West Town Pl
Suite 114
St. Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: August 21, 2025

Invoice Amount: \$111.00

Description	Current Amount
July irrigation repairs-2025	
Irrigation Repairs	\$111.00

Invoice Total **\$111.00**

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

First Choice Aquatics

14289 Denton Rd

Jacksonville, FL 32226 USA

+2267031

firstchoicelaquaticsjax@gmail.com

INVOICE**BILL TO**

Isles of Bartram Park

C/O GMS,LLC

475 West Town Place, Suite

114

St. Augustine, Florida 32092

INVOICE # 3288**DATE** 08/01/2025**DUE DATE** 08/31/2025**TERMS** Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Lake Maintenance	Isles of Bartram Park	1	2,100.00	2,100.00
Maintenance	Additional Treatments monthly	1	1,000.00	1,000.00

Services rendered are for the month listed above.

SUBTOTAL	3,100.00
TAX	0.00
TOTAL	3,100.00
BALANCE DUE	\$3,100.00

RECEIVED*By Tara Lee at 12:38 pm, Aug 01, 2025*

High Tide Electric

9758 Redbird Creek Dr S
Jacksonville, FL 32221 US
+19043432153
carlton.hightideelectric@gmail.com



**HIGH TIDE
ELECTRIC**

INVOICE

BILL TO
Isles of Bartram Park CDD
200 Business Park Circle, Suite 101
St. Augustine, FL 32095

INVOICE 072925-3
DATE 07/29/2025
TERMS Net 30
DUE DATE 08/28/2025

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
07/17/2025	Labor	Installed a new 100A irrigation meter/main electrical panel for new fountain in Celesta Pkwy pond. New meter main passed inspection, and new service can be requested for 471Celesta Pkwy IR01.	1	1,200.00	1,200.00
	Material		1	578.17	578.17
	Permit		1	75.60	75.60

BALANCE DUE **\$1,853.77**

RECEIVED
By Tara Lee at 1:46 pm, Jul 29, 2025

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493
USA
admin@innovativefountain-services.com

INVOICE

BILL TO

Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

INVOICE # 2029294
DATE 07/31/2025
DUE DATE 08/30/2025
TERMS Net 30

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Stationary Maintenance Waterfall Fountain- July	1	202.50	202.50
	Chemicals Added	1	159.29	159.29

BALANCE DUE

\$361.79

RECEIVED

By Tara Lee at 12:11 pm, Jul 31, 2025



Invoice

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

Invoice # 427797
Date 08/01/2025

Terms Due on receipt
Due Date 08/01/2025
Memo WGV - MANAGEMENT

Bill To

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

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00
Total			500.00

RECEIVED

By Tara Lee at 10:00 am, Aug 01, 2025

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

Invoice #: 141
Invoice Date: 8/1/25
Due Date: 8/1/25
Case:
P.O. Number:

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

Total	\$5,595.17
Payments/Credits	\$0.00
Balance Due	\$5,595.17

By Tara Lee at 12:51 pm, Aug 07, 2025

LocaliQ

Florida
GANNETT

ACCOUNT NAME Isles of Bartram Park CDD c/o GMS LLC		ACCOUNT # 789138	INVOICE DATE 07/31/25
INVOICE # 0007249862	INVOICE PERIOD Jul 1- Jul 31, 2025	CURRENT INVOICE TOTAL \$216.20	
PREPAY (Memo Info) \$0.00	UNAPPLIED (Included in amt due) \$0.00	TOTAL CASH AMT DUE* \$216.20	

BILLING ACCOUNT NAME AND ADDRESS

Isles Of Bartram Park Cdd C/O Gms Llc
Shelby Stephens
475 W. Town Pl. Ste. 114
St Augustine, FL 32092-3649



PAYMENT DUE DATE: AUGUST 31, 2025

Legal Entity: Gannett Media Corp.
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.
All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID 47-2390983

Save A Tree! Gannett is going paperless. Enjoy the convenience of accessing your billing information anytime and pay online. To avoid missing an invoice, sign up today by reaching out to abgspecial@gannett.com.

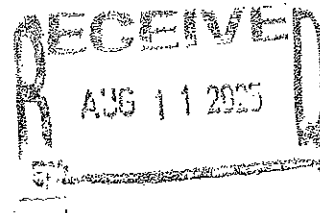
Date	Description	Amount
7/1/25	Balance Forward	\$0.00

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
7/11/25-7/18/25	11350986	SAG St Augustine Record	Budget Notice		\$216.20

RECEIVED

By Tara Lee at 3:12 pm, Aug 11, 2025



As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$216.20
Service Fee 3.99%	\$8.63
*Cash/Check/ACH Discount	-\$8.63
*Payment Amount by Cash/Check/ACH	\$216.20
Payment Amount by Credit Card	\$224.83

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Isles of Bartram Park CDD c/o GMS LLC		ACCOUNT NUMBER 789138		INVOICE NUMBER 0007249862		AMOUNT PAID
CURRENT DUE \$216.20	30 DAYS PAST DUE \$0.00	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$216.20
REMITTANCE ADDRESS (Include Account# & Invoice# on check) Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				TO PAY BY PHONE PLEASE CALL: 1-877-736-7612		TOTAL CREDIT CARD AMT DUE \$224.83
To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com						

00007891380000000000000072498620002162067173

LOCALIQ[®]

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Sarah Sweeting
Isles of Bartram Park CDD c/o GMS, LLC
475 W Town PL # 114
St Augustine FL 32092-3649

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

07/11/2025, 07/18/2025

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 07/18/2025

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$216.20

Tax Amount: \$0.00

Payment Cost: \$216.20

Order No: 11350986

Customer No: 789138

PO #:

of Copies:

1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF THE FISCAL YEAR 2026
PROPOSED BUDGET(S); AND
NOTICE OF REGULAR BOARD
OF SUPERVISORS' MEETING.
The Board of Supervisors ("Board")
of the Isles of Bartram Park
Community Development District
("District") will hold a public
hearing and regular meeting as
follows:

DATE: August 8, 2025

TIME: 10:00 am

LOCATION: Governmental

Management Services, LLC

475 West Town Place, Suite 114

St. Augustine, Florida 32092

The purpose of the public hearing is
to receive comments and objections
on the adoption of the District's
proposed budget(s) for the fiscal
year beginning October 1, 2025, and
ending September 30, 2026
("Proposed Budget"). A regular

Board meeting of the District will
also be held at the above time where
the Board may consider any other
business that may properly come
before it. A copy of the agenda and
Proposed Budget may be obtained
at the offices of the District

Manager, Governmental
Management Services, 475 West
Town Place, Suite 114, St.
Augustine, Florida 32092, (904) 940-
3850 ("District Manager's Office"),
during normal business hours, or by
visiting the District's website at
<http://www.islesofbartramparkcdd.com/>.

The public hearing and meeting are
open to the public and will be
conducted in accordance with the
provisions of Florida law. The public
hearing and/or meeting may be
continued in progress to a date, time
certain, and place to be specified on
the record of the public hearing
and/or meeting. There may be
occasions when Board Supervisors
or District Staff may participate by
speaker telephone.

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

Each person who decides to appeal
any decision made by the Board
with respect to any matter
considered at the public hearing or
meeting is advised that person will
need a record of proceedings and
that accordingly, the person may
need to ensure that a verbatim
record of the proceedings is made,
including the testimony and
evidence upon which such appeal is
to be based.

James Oliver
District Manager
July 11, 18, 2025 (11350986)



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

Address: 475 West Town Pl
Suite 114
St. Augustine, FL 32092

INVOICE

INVOICE #	INVOICE DATE
968682	8/1/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: August 31, 2025

Invoice Amount: \$3,243.93

Description	Current Amount
Monthly Landscape Maintenance August 2025	\$3,243.93

RECEIVED

By Tara Lee at 11:40 am, Aug 04, 2025

Invoice Total **\$3,243.93**

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



INVOICE

For: **GOVERNMENTAL MANAGEMENT SERVICES, LLC**
Attn: Jim Oliver
475 West Town Place, Suite 114
World Golf Village
St Augustine, FL 32092
United States

From: **The Bank of New York Mellon Trust Company, National Association**
333 South Hope Street
Los Angeles, CA, 90071
United States

Invoice Number: **00252-25-0057656**
Invoice Date: **Aug 19, 2025**
Due Date: **Sep 18, 2025**
Account Number: **1062859399-INV**
Cycle Date: **Aug 1, 2025**
Legacy Ref#: **ISLES2017**
Currency: **USD**

INVOICE

Total Payable Amount: **4,400.00 USD**

Current Period Subtotal:	4,400.00 USD
Current Period Tax:	0.00 USD
Current Period Total:	4,400.00 USD
Satisfied to Date:	0.00 USD
Balance Due:	4,400.00 USD

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 333 South Hope Street, Los Angeles, CA, 90071, United States.

Wire and ACH Payment Instructions:

[Redacted Wire and ACH Payment Instructions]

Check Payment Instructions:
The Bank of New York Mellon
Corporate Trust Department
P.O. Box 392013
Pittsburgh, PA 15251-9013
Please enclose billing stub.



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

	Quantity	Rate	Proration	Subtotal	Total (USD)
Flat					
Administration Fee					4,400.00
For the period: Aug 1, 2025 to Jul 31, 2026					
Flat Fee		4,400.00		4,400.00	
Total					4,400.00



Account Number: **1062859399-INV** Invoice Number: **00252-25-0057656**

Billing Stub

GOVERNMENTAL MANAGEMENT
SERVICES, LLC

Invoice Number: **00252-25-0057656**

Account Number: **1062859399-INV**

Invoice Date: **Aug 19, 2025**

Cycle Date: **Aug 1, 2025**

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 6/20/2025

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

	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10% of 05330) (Reference JEA bill dated 6/20/2025)		\$748.684
Any questions please call Vesta WGV Office 904-747-0181			
TOTAL AMOUNT DUE			\$748.684

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.



225 N. Pearl St.
Jacksonville, FL
32202-4513

**CELESTINA MASTER PROPERTY
OWNERS ASSOCIATION INC**

Phone: (904) 665-6000 Online: jea.com

Account #: 1209880485

Bill Date: 06/20/25

Cycle: 14

Amount Due
\$14,325.86

Do not pay. AutoPay will process
your payment on 07/14/25.

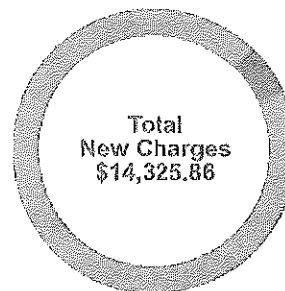
TOTAL SUMMARY OF CHARGES

Electric	\$	5,190.20
Water		7,761.26
Sewer		635.30
Irrigation		739.10
Total New Charges	\$	14,325.86

(A complete breakdown of charges can be found on the following pages.)

Previous Balance	\$	13,366.02
Payment(s) Received		-13,366.02
Balance Before New Charges		0.00
New Charges		14,325.86

Do not pay. AutoPay will process your
payment on 07/14/25. \$ 14,325.86



Electric	\$5,190.20
Water	\$7,761.26
Sewer	\$635.30
Irrigation	\$739.10

14,325.86 - The listed amount = 0

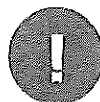
5190.2 ✓

7486.84 ✓

1648.82 ✓

748.684 ✓

MESSAGES



We determined that your consumption was billed incorrectly. Your next billing statement will include the correction.



Change your light bulbs to LEDs.



JEA's 2024 Annual Water Quality report is available at jea.com/WQR2024. For a paper copy, email your address to waterquality@jea.com or call 665-6000 to request one.

PLEASE DETACH AND RETURN PAYMENT STUB BELOW WITH TOTAL DUE IN ENVELOPE PROVIDED.

Additional information on reverse side. →


☐

Check here for telephone/mail address correction and fill in on reverse side.

☐

Add \$_____ to my monthly bill; \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Acct #: 1209880485

Bill Date: 06/20/25

Do not pay. AutoPay will process your payment on 07/14/25.

\$14,325.86

TOTAL AMOUNT PAID

CELESTINA MASTER PROPERTY OWNERS ASSOCIATION INC
200 BUSINESS PARK CIR STE 101
ST AUGUSTINE FL 32095-8824

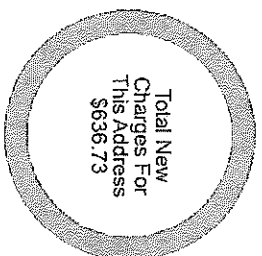
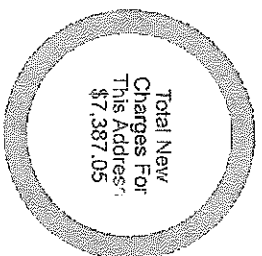


Phone: (904) 665-6000

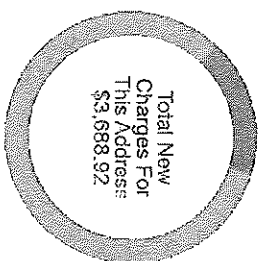
Online: jea.comCELESTINA MASTER PROPERTY
OWNERS ASSOCIATION INCAccount #: 1209880485
Bill Date: 06/20/25
Cycle: 14

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
110 ANTILA WY APT LS01	W	\$37.50	Reclaim Commercial	05/14/25 - 06/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
			Meter Number: 95516201	Days Billed: 32	Current Reading: 1629
				Reading Type: Regular	Consumption (1 cu ft = 7.48 gal): 0 GAL
121 LACALLE AV APT IR01	W	\$83.22	Reclaim Commercial	05/19/25 - 06/16/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		45.72			
			Meter Number: 71996691	Days Billed: 29	Current Reading: 3499
				Reading Type: Regular	Consumption (1 cu ft = 7.48 gal): 12000 GAL
123 CELESTA PY APT GATE	E	\$849.21	Gate	05/15/25 - 06/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		507.92			
Tax Exempt Fuel Cost (\$0.0339 per kWh)		250.15			
Taxable Fuel Cost (\$0.00511 per kWh)		38.91			
Gross Receipts Tax		21.23			
			Meter Number: 26189702	Days Billed: 32	Current Reading: 80777
				Reading Type: Regular	Consumption: 7615 KWH
16 ORIANA CT APT FS01	E	\$541.42	Commercial - Electric	05/15/25 - 06/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		318.56			
Tax Exempt Fuel Cost (\$0.0339 per kWh)		161.91			
Taxable Fuel Cost (\$0.00511 per kWh)		24.41			
Gross Receipts Tax		13.54			
			Meter Number: 24827846	Days Billed: 32	Current Reading: 62012
				Reading Type: Regular	Consumption: 4776 KWH
23 ANILA ST APT LS01	W	\$37.50	Reclaim Commercial	05/14/25 - 06/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
			Meter Number: 78582270	Days Billed: 32	Current Reading: 0
				Reading Type: Regular	Consumption (1 cu ft = 7.48 gal): 0 GAL

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
29 CELESTA PY APT IR01	E	\$1,020.80	Area Light	05/15/25 - 06/16/25	Street and Area Light Rate
Detail Charges: 74 Unit(s) 40W LED PT		538.72			
38 Unit(s) 72W LED PT		297.16			
Fuel Charge		90.39			
Gross Receipts Tax		23.75			
Florida State Sales Tax		70.78			
29 CELESTA PY APT IR01	W	\$6,366.25	Reclaim Commercial	05/14/25 - 06/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		201.60			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.61)		1.50			
Tier 2 Consumption (> 14 kgal @ \$4.33)		6,105.30			
33 CELESTA PY	E	\$576.22	Commercial - Electric	05/15/25 - 06/15/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		339.97			
Tax-Exempt Fuel Cost (\$0.0339 per kWh)		177.78			
Taxable Fuel Cost (\$0.00511 per kWh)		26.05			
Gross Receipts Tax		14.41			
33 CELESTA PY	W	\$60.51	Commercial - Water	05/14/25 - 06/15/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		17.67			
Water Consumption Charge		42.84			
33 STARLIS PL	W	\$51.63	Reclaim Residential	05/14/25 - 06/15/25	Residential Reclaimed Irrigation
Detail Charges: Basic Monthly Charge		18.90			
Reclaimed Water Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$2.97)		26.73			
33 TALORI AV APT IR01	W	\$90.84	Reclaim Commercial	05/14/25 - 06/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.34			



Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
35 MANDARA WY	E	\$2,118.28	Commercial - Electric	05/15/25 - 06/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		1,280.64			
Tax Exempt Fuel Cost (\$0.0339 per kWh)		67.96			
Taxable Fuel Cost (\$0.00511 per kWh)		94.73			
Gross Receipts Tax		62.96			
35 MANDARA WY	W	\$196.24	Commercial - Water/Sewer	05/14/25 - 06/15/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		159.52			
Water Consumption Charge		159.52			
35 MANDARA WY	S	\$635.30	Commercial - Water/Sewer	05/14/25 - 06/15/25	Commercial Sewer Service
Detail Charges: Basic Monthly Charge		576.74			
Sewer Usage Charge		576.74			
35 MANDARA WY	I	\$739.10	Irrigation 1 - Commercial	05/14/25 - 06/15/25	Commercial Irrigation Service
Detail Charges: Basic Monthly Charge		48.70			
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal)		24.43			
Tier 2 Consumption (> 7 Kgal @ \$4.69 kgal)		655.97			
44 CALLIEL WY APT IR01	W	\$732.87	Reclaim Commercial	05/14/25 - 06/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		63.00			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		610.52			
56 CALLIEL WY APT IR01	E	\$58.08	Irrigation 1 - Electric	05/15/25 - 06/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		18.74			
Tax Exempt Fuel Cost (\$0.0339 per kWh)		9.53			
Taxable Fuel Cost (\$0.00511 per kWh)		1.44			
Gross Receipts Tax		1.35			
Florida State Sales Tax		4.03			



Electric \$2,118.28
 Water \$196.24
 Sewer \$635.30
 Irrigation \$739.10

Service Address

57 SOLIS AV APT LS01

Service Type

W

Charges

\$87.03

Service Point

Reclaim Commercial

Service Period

05/14/25 - 06/15/25

Bill Rate

Commercial Reclaimed Irrigation Service

Detail Charges: Basic Monthly Charge

31.50

Inspection Fee

6.00

Ther 1 Consumption (1-14 kgal @ \$3.85)

0.53

65 DELANO ST

Electric

\$26.18

Commercial Electric

05/15/25 - 06/15/25

General Service

Detail Charges: Basic Monthly Charge

23.00

Energy Charge (\$0.0857 per kWh)

0.04

Tax Exempt Fuel Cost (\$0.0229 per kWh)

0.04

Taxable Fuel Cost (\$0.00513 per kWh)

0.61

Gross Receipts Tax

1.82

Florida State Sales Tax

\$17.67

65 DELANO ST

W

\$17.67

Commercial Water

05/14/25 - 06/15/25

Commercial Water Service

Detail Charges: Basic Monthly Charge

17.67

Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)
79232848	32	0	Regular	0 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
14113839	32	3006	Regular	7 KWH

79232848

32

0

Regular

0 GAL

14113839

32

3006

Regular

7 KWH

Total New Charges For This Address

\$43.85

Electric

\$26.18

Water

\$17.67

Total New Charges For This Address \$43.85

Electric \$26.18
Water \$17.67

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 7/21/2025

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

	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10% of 05330) (Reference JEA bill dated 7/21/2025)		\$751.61
Any questions please call Vesta WGV Office 904-747-0181			
TOTAL AMOUNT DUE			\$751.61

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.



225 N. Pearl St.
Jacksonville, FL
32202-4513



**CELESTINA MASTER PROPERTY
OWNERS ASSOCIATION INC**

Phone: (904) 665-6000 Online: jea.com

Account #: 1209880485
Bill Date: 07/21/25
Cycle: 14

Amount Due
\$14,524.53
Do not pay. AutoPay will process
your payment on 08/12/25.

TOTAL SUMMARY OF CHARGES

Electric	\$	5,441.47
Water		7,797.01
Sewer		654.82
Irrigation		631.23
Total New Charges	\$	14,524.53

(A complete breakdown of charges can be found on the following pages.)

Previous Balance	\$	14,325.86
Payment(s) Received		-14,325.86
Balance Before New Charges		0.00
New Charges		14,524.53

Do not pay. AutoPay will process your
payment on 08/12/25. \$ 14,524.53

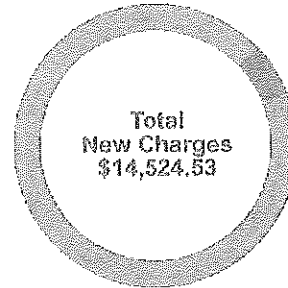
MESSAGES



Visit jea.com to make sure your contact info is current so we can reach you with important service updates and during severe weather.



JEA's 2024 Water Quality report is available at jea.com/WQR2024. This report contains important information about the source and quality of your drinking water. To request a paper copy, email your address to waterquality@jea.com or call 665-6000.



Electric	\$5,441.47
Water	\$7,797.01
Sewer	\$654.82
Irrigation	\$631.23

5,441.47
7,513.41 - 751.34 = 6,762.07
1,569.65
5335: 751.61
(10% of 5330)

PLEASE DETACH AND RETURN PAYMENT STUB BELOW WITH TOTAL DUE IN ENVELOPE PROVIDED.

Additional information on reverse side. →



- ☐ Check here for telephone/mail address correction and fill in on reverse side.
- ☐ Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Acct #: 1209880485

Bill Date: 07/21/25

Do not pay. AutoPay will process your payment on 08/12/25.

\$14,524.53

TOTAL AMOUNT PAID

CELESTINA MASTER PROPERTY OWNERS ASSOCIATION INC
200 BUSINESS PARK CIR STE 101
ST AUGUSTINE FL 32095-8824



Phone: (904) 665-6000

Online: jea.com

CELESTINA MASTER PROPERTY OWNERS ASSOCIATION INC

Account #: 1209880485

Bill Date: 07/21/25

Cycle: 14

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
110 ANTILA WY APT LS01	W	\$37.50	Reclaim Commercial	06/15/25 - 07/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
			Meter Number 86614801	Days Billed 30	Current Reading 1629
				Reading Type Regular	Consumption (1 cu ft = 7.48 gal) 0 GAL
121 LACAILLE AV APT IR01	W	\$83.22	Reclaim Commercial	06/16/25 - 07/17/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		45.72			
			Meter Number 71996681	Days Billed 31	Current Reading 3511
				Reading Type Regular	Consumption (1 cu ft = 7.48 gal) 12000 GAL
123 CELESTA PY APT GATE	E	\$23.62	Gate	06/16/25 - 07/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		485.58			
Tax Exempt Fuel Cost (\$0.03614 per kWh)		263.10			
Taxable Fuel Cost (\$0.00511 per kWh)		37.20			
Gross Receipts Tax		20.74			
16 ORIANA CT APT FS01	E	\$521.37	Commercial - Electric	06/16/25 - 07/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		299.88			
Tax Exempt Fuel Cost (\$0.03614 per kWh)		162.49			
Taxable Fuel Cost (\$0.00511 per kWh)		22.97			
Gross Receipts Tax		13.03			
			Meter Number 24827846	Days Billed 30	Current Reading 66508
				Reading Type Regular	Consumption 4496 KWH
23 ANILA ST APT LS01	W	\$37.50	Reclaim Commercial	06/15/25 - 07/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
			Meter Number 78582270	Days Billed 30	Current Reading 0
				Reading Type Regular	Consumption (1 cu ft = 7.48 gal) 0 GAL

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
29 CELESTA PY APT IR01	E	\$1,019.93	Area Light	06/16/25 - 07/16/25	Street and Area Light Rate
Detail Charges: 74 Unit(s) 40W LED PT		538.72			
38 Unit(s) 72W LED PT		297.16			
Fuel Charge		89.60			
Gross Receipts Tax		23.73			
Florida State Sales Tax		70.72			
29 CELESTA PY APT IR01	W	\$6,543.78	Reclaim Commercial	06/15/25 - 07/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		201.60			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		6,282.83			
33 CELESTA PY	E	\$723.22	Commercial - Electric	06/16/25 - 07/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		421.48			
Tax Exempt Fuel Cost (\$0.03614 per kWh)		228.37			
Taxable Fuel Cost (\$0.00511 per kWh)		32.29			
Gross Receipts Tax		18.08			
33 CELESTA PY	W	\$57.45	Commercial - Water	06/15/25 - 07/15/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		17.67			
Water Consumption Charge		39.78			
33 STARLIS PL	W	\$39.75	Reclaim Residential	06/15/25 - 07/15/25	Residential Reclaimed Irrigation
Detail Charges: Basic Monthly Charge		18.90			
Reclaimed Water Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$2.97)		14.85			
33 TALORI AV APT IR01	W	\$95.17	Reclaim Commercial	06/15/25 - 07/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		4.32			

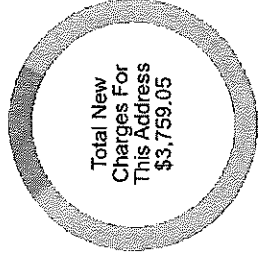
Electric
\$1,019.93
Water
\$6,543.78

Total New
Charges For
This Address
\$7,563.71

Electric
\$723.22
Water
\$57.45

Total New
Charges For
This Address
\$780.67

Electric
\$2,284.52
Water
\$208.48
Sewer
\$654.82
Irrigation
\$631.23



Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
35 MANDARA WY			Commercial - Electric	06/16/25 - 07/16/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		1,350.01			
Tax Exempt Fuel Cost (\$0.03614 per kWh)		731.47			
Taxable Fuel Cost (\$0.00511 per kWh)		103.43			
Gross Receipts Tax		56.61			
35 MANDARA WY			Commercial - Water/Sewer	06/15/25 - 07/15/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		\$208.48			
Water Consumption Charge		159.52			
		48.96			
35 MANDARA WY			Commercial - Water/Sewer	06/15/25 - 07/15/25	Commercial Sewer Service
Detail Charges: Basic Monthly Charge		\$654.82			
Sewer Usage Charge		576.74			
		78.08			
35 MANDARA WY			Irrigation 1 - Commercial	06/15/25 - 07/15/25	Commercial Irrigation Service
Detail Charges: Basic Monthly Charge		\$631.23			
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal)		48.70			
Tier 2 Consumption (> 7 Kgal @ \$4.69 kgal)		24.43			
		558.10			
44 CALLIEL WY APT IR01			Reclaim Commercial	06/15/25 - 07/15/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		\$538.02			
Inspection Fee		63.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		6.00			
Tier 2 Consumption (> 14 kgal @ \$4.33)		53.35			
		415.67			
56 CALLIEL WY APT IR01			Irrigation 1 - Electric	06/16/25 - 07/16/25	General Service
Detail Charges: Basic Monthly Charge		\$56.67			
Energy Charge (\$0.0667 per kWh)		23.00			
Tax Exempt Fuel Cost (\$0.03614 per kWh)		17.68			
Taxable Fuel Cost (\$0.00511 per kWh)		9.58			
Gross Receipts Tax		1.35			
Florida State Sales Tax		1.32			
		3.94			

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
22489790	30	40593	Regular	20240 KWH
22489790	30	1.11	Regular	44.40 KW

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
79251944	30	3096	Regular	(1 cu ft = 7.48 gal) 16000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
79251944	30	3096	Regular	(1 cu ft = 7.48 gal) 16000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
78261618	25	23881	Regular	(1 cu ft = 7.48 gal) 114000 GAL
100715201	5	12	Regular	12000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
86322464	30	8533	Regular	(1 cu ft = 7.48 gal) 110000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
23650846	30	14822	Regular	265 KWH

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate										
57 SOLIS AV APT LS01	W	\$138.47	Reclaim Commercial	06/15/25 - 07/15/25	Commercial Reclaimed Irrigation Service										
Detail Charges:Basic Monthly Charge		31.50													
Inspection Fee		6.00													
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35													
Tier 2 Consumption (> 14 kgal @ \$4.33)		47.62													
			<table><tr><td>Meter Number</td><td>Days Billed</td><td>Current Reading</td><td>Reading Type</td><td>Consumption (1 cu ft = 7.48 gal)</td></tr><tr><td>514064521</td><td>30</td><td>38</td><td>Regular</td><td>25000 GAL</td></tr></table>	Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)	514064521	30	38	Regular	25000 GAL		
Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)											
514064521	30	38	Regular	25000 GAL											
65 DELANO ST	E	\$25.94	Commercial - Electric	06/16/25 - 07/16/25	General Service										
Detail Charges:Basic Monthly Charge		23.00													
Energy Charge (\$0.0667 per kWh)		0.33													
Tax Exempt Fuel Cost (\$0.03614 per kWh)		0.18													
Taxable Fuel Cost (\$0.00511 per kWh)		0.03													
Gross Receipts Tax		0.60													
Florida State Sales Tax		1.80													
65 DELANO ST	W	\$17.67	Commercial - Water	06/15/25 - 07/15/25	Commercial Water Service										
Detail Charges:Basic Monthly Charge		17.67													
			<table><tr><td>Meter Number</td><td>Days Billed</td><td>Current Reading</td><td>Reading Type</td><td>Consumption (1 cu ft = 7.48 gal)</td></tr><tr><td>79232848</td><td>30</td><td>0</td><td>Regular</td><td>0 GAL</td></tr></table>	Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)	79232848	30	0	Regular	0 GAL		
Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)											
79232848	30	0	Regular	0 GAL											

Electric

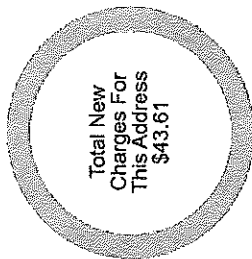
\$25.94

Water

\$17.67

Total New Charges For This Address

\$43.61



KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 25, 2025

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**RECEIVED****By Tara Lee at 4:03 pm, Aug 25, 2025**

Jim Oliver
Isles of Bartram Park CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3612312
10623-1

Re: Isles of Bartram Park CDD - General

For Professional Legal Services Rendered

05/08/25	W. Haber	0.30	70.50	Prepare for Board meeting and review budget
05/09/25	W. Haber	0.60	141.00	Prepare for and participate in Board meeting
05/10/25	G. Lovett	0.30	79.50	Monitor legislative process relating to matters impacting special districts
05/23/25	W. Haber	0.30	70.50	Review budget notices
05/23/25	K. Jusevitch	0.40	48.00	Prepare budget hearing notice and correspond with district manager
06/06/25	W. Haber	0.60	141.00	Prepare for and participate in Board meeting

TOTAL HOURS 2.50

TOTAL FOR SERVICES RENDERED \$550.50

TOTAL CURRENT AMOUNT DUE \$550.50



INVOICE

INVOICE #	INVOICE DATE
977828	8/22/2025
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

Address: 475 West Town Pl
Suite 114
St. Augustine, FL 32092

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: September 21, 2025

Invoice Amount: \$111.00

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

August irrigation repairs - 2025

Irrigation Repairs	\$111.00
--------------------	----------

Invoice Total **\$111.00**

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

First Choice Aquatics

14289 Denton Rd

Jacksonville, FL 32226

firstchoiceaquaticsjax@gmail.com

+2267031

Bill to

Isles of Bartram Park

Ship to

Isles of Bartram Park

Invoice details

Invoice no.: 3325

Terms: Net 15

Invoice date: 08/29/2025

Due date: 09/13/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		One-Time Treatment	Pond 7 Alum Treatment	1	\$1,750.00	\$1,750.00
Total						\$1,750.00

RECEIVED

By Tara Lee at 10:51 am, Sep 02, 2025

First Choice Aquatics

14289 Denton Rd

Jacksonville, FL 32226 USA

+2267031

firstchoiceaquaticsjax@gmail.com

INVOICE**BILL TO**

Isles of Bartram Park

C/O GMS,LLC

475 West Town Place, Suite

114

St. Augustine, Florida 32092

INVOICE # 3341**DATE** 09/01/2025**DUE DATE** 10/01/2025**TERMS** Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Fountain Maintenance	Quarterly Fountain Maintenance	1	400.00	400.00

Celestina: 4 Fountains

SUBTOTAL	400.00
TAX	0.00
TOTAL	400.00
BALANCE DUE	\$400.00

RECEIVED*By Tara Lee at 10:57 am, Sep 02, 2025*

First Choice Aquatics
14289 Denton Rd
Jacksonville, FL 32226 USA
+2267031
firstchoiceaquaticsjax@gmail.com

INVOICE

BILL TO

Isles of Bartram Park
C/O GMS,LLC
475 West Town Place, Suite
114
St. Augustine, Florida 32092

INVOICE # 3372

DATE 09/01/2025

DUE DATE 10/01/2025

TERMS Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Lake Maintenance	Isles of Bartram Park	1	2,100.00	2,100.00
Maintenance	Additional Treatments monthly	1	1,000.00	1,000.00

Services rendered are for the month listed above.

SUBTOTAL	3,100.00
TAX	0.00
TOTAL	3,100.00
BALANCE DUE	\$3,100.00

RECEIVED

By Tara Lee at 10:56 am, Sep 02, 2025

Governmental Management Services, LLC

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

Invoice**Invoice #:** 142**Invoice Date:** 9/1/25**Due Date:** 9/1/25**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 - September 2025		4,557.83	4,557.83
Website Administration - September 2025		100.00	100.00
Information Technology - September 2025		150.00	150.00
Dissemination Agent Services - September 2025		655.50	655.50
Office Supplies		0.54	0.54
Postage		13.32	13.32
Copies		30.15	30.15

Total \$5,507.34**Payments/Credits** \$0.00**Balance Due** \$5,507.34**RECEIVED***By Tara Lee at 1:29 pm, Sep 04, 2025*

Grau and Associates

1001 W. Yamato Road, Suite 301
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. 28099
Date 09/04/2025

SERVICE

AMOUNT

Project: Arbitrage - Series 2017 FYE 7/31/2025
Arbitrage Services

Arbitrage

\$ 600.00

Subtotal: 600.00

Total 600.00

Current Amount Due \$ 600.00

RECEIVED

By Tara Lee at 1:41 pm, Sep 04, 2025

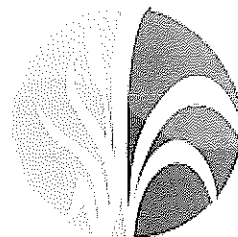
0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

INVOICE

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493

admin@innovativefountain-services.com
+1 (904) 551-1017



Celestina: Celestina Waterfall

Bill to

Celestina
Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

Invoice details

Invoice no.: 2029558
Terms: Net 30
Invoice date: 09/02/2025
Due date: 10/02/2025

#	Product or service	Description	Qty	Amount
1.	Maintenance Service	Monthly Fountain Maintenance- August	1	\$202.50
2.	Chemicals	Chemicals Added	1	\$112.85
Total				\$315.35

Note to customer

Thank you for your business!

RECEIVED

By Tara Lee at 4:02 pm, Sep 02, 2025



Invoice

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

Invoice # 428236
Date 09/01/2025

Terms Due on receipt
Due Date 09/01/2025
Memo WGV - MANAGEMENT

Bill To

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

RECEIVED

By Tara Lee at 10:54 am, Sep 02, 2025

Description	Quantity	Rate	Amount
MANAGEMENT SERVICES	1	500.00	500.00
Total			500.00



ACCOUNT NAME		ACCOUNT #	INV DATE
Isles of Bartram Park CDD c/o GMS LLC		789138	08/31/25
INVOICE #	INVOICE PERIOD	CURRENT INVOICE TOTAL	
0007301725	Aug 1- Aug 31, 2025	\$75.44	
PREPAY (Memo Info)	UNAPPLIED (Included in amt due)	TOTAL CASH AMT DUE*	
\$0.00	\$0.00	\$75.44	

BILLING ACCOUNT NAME AND ADDRESS	PAYMENT DUE DATE: SEPTEMBER 30, 2025
Isles Of Bartram Park Cdd C/O Gms Llc Shelby Stephens 475 W. Town Pl. Ste. 114 St Augustine, FL 32092-3649 	Legal Entity: Gannett Media Corp. Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited. All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

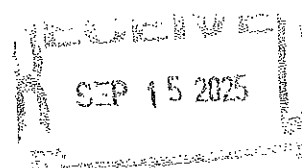
FEDERAL ID 47-2390983

Save A Tree! Gannett is going paperless. Enjoy the convenience of accessing your billing information anytime and pay online. To avoid missing an invoice, sign up today by going to <https://gcil.my.site.com/financialservicesportal/s/>.

Date	Description	Amount
8/1/25	Balance Forward	\$216.20
8/25/25	PAYMENT - THANK YOU	-\$216.20

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
8/28/25	11598588	SAG St Augustine Record	FY26 Mtg Schedule	FY26 Mtg Schedule	\$75.44



As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$75.44
Service Fee 3.99%	\$3.01
*Cash/Check/ACH Discount	-\$3.01
*Payment Amount by Cash/Check/ACH	\$75.44
Payment Amount by Credit Card	\$78.45

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME		ACCOUNT NUMBER		INVOICE NUMBER		AMOUNT PAID
Isles of Bartram Park CDD c/o GMS LLC		789138		0007301725		
CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
\$75.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.44
REMITTANCE ADDRESS (include Account# & Invoice# on check)				TO PAY BY PHONE PLEASE CALL:		TOTAL CREDIT CARD AMT DUE
Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				1-877-736-7612		\$78.45
				To sign up for E-mailed invoices and online payments please go to https://gcil.my.site.com/financialservicesportal/s/		

00007891380000000000000073017250000754467171

LOCALIQ FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Sarah Sweeting
Isles of Bartram Park CDD c/o GMS, LLC
475 W Town PL # 114
St Augustine FL 32092-3649

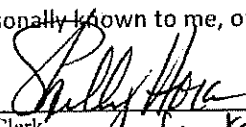
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

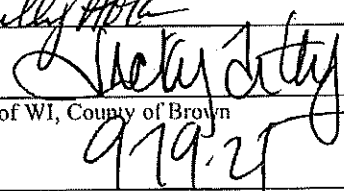
08/28/2025

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/28/2025



Legal Clerk



Notary, State of WI, County of Brown

My commission expires

Publication Cost:	\$75.44	
Tax Amount:	\$0.00	
Payment Cost:	\$75.44	
Order No:	11598588	# of Copies:
Customer No:	789138	1
PO #:	FY26 Mtg Schedule	

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

VICKY FELTY
Notary Public
State of Wisconsin

NOTICE OF MEETINGS ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Isles of Bartram Park Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2026 at the offices of Governmental Management Services, LLC located at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 at 10:00 a.m. on the third Friday of each month listed as follows or otherwise noted:

November 14, 2025 (2nd Friday)
February 20, 2026

May 15, 2026 (approve budget)
August 21, 2026 (adopt budget)

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least forty-eight (48) hours 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 the 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

Pub: 08/28/25 #11598588



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

Address: 475 West Town Pl
Suite 114
St. Augustine, FL 32092

INVOICE

INVOICE #	INVOICE DATE
990977	9/1/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 1, 2025

Invoice Amount: \$3,243.93

Description	Current Amount
Monthly Landscape Maintenance September 2025	\$3,243.93

Invoice Total **\$3,243.93**

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

Celestina Master HOA, Inc

INVOICE

INVOICE DATE: 9/10/2025

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

	DESCRIPTION		AMOUNT
	Reimbursement for Irrigation Billing (10% of 05330) (Reference JEA bill dated 9/10/2025 8/19/25		\$141.90
Any questions please call Vesta WGV Office 904-747-0181			
			TOTAL AMOUNT DUE
			\$141.90

RECEIVED

By Tara Lee at 3:00 pm, Sep 16, 2025

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.



225 N. Pearl St.
Jacksonville, FL
32202-4513



**CELESTINA MASTER PROPERTY
OWNERS ASSOCIATION INC**

Page 1 of 6

Phone: (904) 665-6000 Online: jea.com

Account #: 1209880485
Bill Date: 08/19/25
Cycle: 14

Amount Due
\$7,673.17
Do not pay. AutoPay will process
your payment on 09/10/25.

TOTAL SUMMARY OF CHARGES

Electric	\$	5,128.58
Water		1,690.40
Sewer		645.06
Irrigation		209.13
Total New Charges	\$	7,673.17

(A complete breakdown of charges can be found on the following pages.)

Previous Balance	\$	14,524.53
Payment(s) Received		-14,524.53
Balance Before New Charges		0.00
New Charges		7,673.17

Do not pay. AutoPay will process your
payment on 09/10/25. \$ 7,673.17

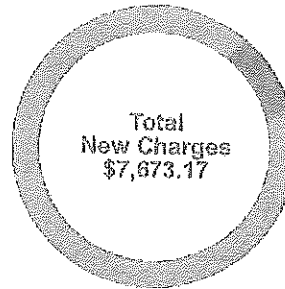
MESSAGES



To keep your HVAC system running efficiently,
remember to inspect your outdoor unit(s). Clean
any leaves and debris you find around it.



Remember to follow your watering days. To
confirm your days assigned by SJRWMD and learn
more visit jea.com/wateringdays.



Electric	\$5,128.58
Water	\$1,690.40
Sewer	\$645.06
Irrigation	\$209.13

5300: 5,128.58
5330: 1,419.04 (-10% [141.90] = 1,277.14)
5320: 1,125.55
5335: 141.90
(10% of 5330)

PLEASE DETACH AND RETURN PAYMENT STUB BELOW WITH TOTAL DUE IN ENVELOPE PROVIDED.

Additional information on reverse side. →



- ☐ Check here for telephone/mail address correction and fill in on reverse side.
- ☐ Add \$_____ to my monthly bill: \$_____ for Neighbor to Neighbor and/or \$_____ for the Prosperity Scholarship Fund. I will notify JEA when I no longer wish to contribute.

Acct #: 1209880485

Bill Date: 08/19/25

Do not pay. AutoPay will process your payment on 09/10/25.

\$7,673.17

TOTAL AMOUNT PAID

CELESTINA MASTER PROPERTY OWNERS ASSOCIATION INC
200 BUSINESS PARK CIR STE 101
ST AUGUSTINE FL 32095-8824

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
29 CELESTA PY APT IR01	Area Light	\$1,015.59	Area Light	07/16/25 - 08/13/25	Street and Area Light Rate
Detail Charges: 74 Unit(s) 40W LED PT		538.72			
38 Unit(s) 72W LED PT		297.16			
Fuel Charge		85.66			
Gross Receipts Tax		23.63			
Florida State Sales Tax		70.42			
29 CELESTA PY APT IR01	Water	\$512.08	Reclaim Commercial	07/15/25 - 08/12/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		201.60			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		251.13			
33 CELESTA PY	Electric	\$585.37	Commercial - Electric	07/16/25 - 08/13/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		335.30			
Tax Exempt Fuel Cost (\$0.03715 per kWh)		186.75			
Taxable Fuel Cost (\$0.00511 per kWh)		25.69			
Gross Receipts Tax		14.63			
33 CELESTA PY	Water	\$51.33	Commercial - Water	07/15/25 - 08/12/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		17.67			
Water Consumption Charge		33.66			
33 STARLIS PL	Water	\$42.72	Reclaim Residential	07/15/25 - 08/12/25	Residential Reclaimed Irrigation
Detail Charges: Basic Monthly Charge		18.90			
Reclaimed Water Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$2.97)		17.82			
33 TALORI AV APT IR01	Water	\$55.55	Reclaim Commercial	07/15/25 - 08/12/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		19.05			

Electric
\$1,015.59
Water
\$512.08

Total New
Charges For
This Address
\$1,527.67

Electric
\$585.37
Water
\$51.33

Total New
Charges For
This Address
\$636.70



Phone: (904) 665-6000

Online: jea.com

CELESTINA MASTER PROPERTY OWNERS ASSOCIATION INC

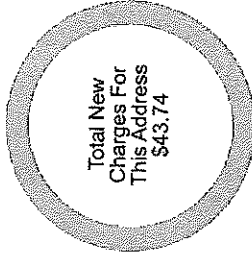
Account #: 1209880485

Bill Date: 08/19/25

Cycle: 14

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
110 ANTILA WY APT LS01	W	\$37.50	Reclaim Commercial	07/15/25 - 08/12/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
			Meter Number	Days Billed	Current Reading
			86614801	28	1629
				Reading Type	Consumption (1 cu ft = 7.48 gal)
				Regular	0 GAL
121 LACAILLE AV APT IR01	W	\$95.17	Reclaim Commercial	07/17/25 - 08/18/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		4.32			
			Meter Number	Days Billed	Current Reading
			71996681	32	3526
				Reading Type	Consumption (1 cu ft = 7.48 gal)
				Regular	15000 GAL
123 CELESTA PY APT GATE	E	\$76.26	Gate	07/16/25 - 08/13/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		449.22			
Tax Exempt Fuel Cost (\$0.03715 per kWh)		250.21			
Taxable Fuel Cost (\$0.00511 per kWh)		34.42			
Gross Receipts Tax		19.41			
			Meter Number	Days Billed	Current Reading
			26189702	28	94792
				Reading Type	Consumption
				Regular	6735 KWH
16 ORIANA CT APT FS01	E	\$469.25	Commercial - Electric	07/16/25 - 08/13/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		266.00			
Tax Exempt Fuel Cost (\$0.03715 per kWh)		148.15			
Taxable Fuel Cost (\$0.00511 per kWh)		20.38			
Gross Receipts Tax		11.73			
			Meter Number	Days Billed	Current Reading
			24827846	28	70496
				Reading Type	Consumption
				Regular	3988 KWH
23 ANILA ST APT LS01	W	\$37.50	Reclaim Commercial	07/15/25 - 08/12/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
			Meter Number	Days Billed	Current Reading
			78582270	28	0
				Reading Type	Consumption (1 cu ft = 7.48 gal)
				Regular	0 GAL

Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
57 SOLIS AV APT LS01	W	\$142.80	Reclaim Commercial	07/15/25 - 08/12/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		31.50			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		51.95			
65 DELANO ST	E	\$26.07	Commercial - Electric	07/16/25 - 08/13/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		0.40			
Tax Exempt Fuel Cost (\$0.03715 per kWh)		0.22			
Taxable Fuel Cost (\$0.00511 per kWh)		0.03			
Gross Receipts Tax		0.61			
Florida State Sales Tax		1.81			
65 DELANO ST	W	\$17.67	Commercial - Water	07/15/25 - 08/12/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		17.67			

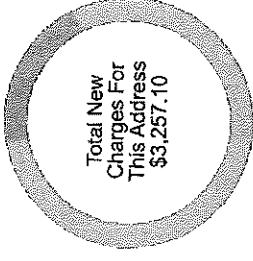


Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)
514064521	28	64	Regular	26000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
14113889	28	3017	Regular	6 KWH

Meter Number	Days Billed	Current Reading	Reading Type	Consumption (1 cu ft = 7.48 gal)
79232848	28	0	Regular	0 GAL

Electric \$2,200.55
 Water \$202.36
 Sewer \$645.06
 Irrigation \$209.13



Service Address	Service Type	Charges	Service Point	Service Period	Bill Rate
35 MANDARA WY	Electric	\$2,200.55	Commercial - Electric	07/16/25 - 08/13/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		1,289.32			
Tax Exempt Fuel Cost (\$0.03715 per kWh)		723.68			
Taxable Fuel Cost (\$0.00511 per kWh)		99.54			
Gross Receipts Tax		55.01			
35 MANDARA WY	Water	\$202.36	Commercial - Water/Sewer	07/15/25 - 08/18/25	Commercial Water Service
Detail Charges: Basic Monthly Charge		159.52			
Water Consumption Charge		42.84			
35 MANDARA WY	Sewer	\$645.06	Commercial - Water/Sewer	07/15/25 - 08/18/25	Commercial Sewer Service
Detail Charges: Basic Monthly Charge		576.74			
Sewer Usage Charge		68.32			
35 MANDARA WY	Irrigation	\$209.13	Irrigation 1 - Commercial	07/15/25 - 08/12/25	Commercial Irrigation Service
Detail Charges: Basic Monthly Charge		48.70			
Tier 1 Consumption (1 - 7 Kgal @ \$3.49 kgal)		24.43			
Tier 2 Consumption (> 7 Kgal @ \$4.69 kgal)		136.00			
44 CALLIEL WY APT IR01	Water	\$434.72	Reclaim Commercial	07/15/25 - 08/12/25	Commercial Reclaimed Irrigation Service
Detail Charges: Basic Monthly Charge		63.00			
Inspection Fee		6.00			
Tier 1 Consumption (1-14 kgal @ \$3.81)		53.35			
Tier 2 Consumption (> 14 kgal @ \$4.33)		372.37			
56 CALLIEL WY APT IR01	Electric	\$657.83	Irrigation 1 - Electric	07/16/25 - 08/13/25	General Service
Detail Charges: Basic Monthly Charge		23.00			
Energy Charge (\$0.0667 per kWh)		16.74			
Tax Exempt Fuel Cost (\$0.03715 per kWh)		9.32			
Taxable Fuel Cost (\$0.00511 per kWh)		1.28			
Gross Receipts Tax		1.29			
Florida State Sales Tax		3.85			

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
22489790	28	41080	Regular	19480 KWH
22489790	28	1.09	Regular	43.60 KW

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
79251944	34	3110	Regular	14000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
79251944	34	3110	Regular	14000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
100715201	28	48	Regular	36000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
86322464	28	8633	Regular	100000 GAL

Meter Number	Days Billed	Current Reading	Reading Type	Consumption
23650846	28	15073	Regular	251 KWH

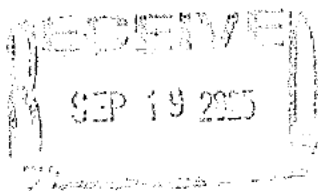


Isles at Bartram Park Community Development District
 c/o Governmental Management Services
 475 West Town Place, STE #114
 St. Augustine, FL 32092

Customer	Isles at Bartram Park Community Development District
Acct #	522
Date	09/18/2025
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 12,738.00
Payment Amount	
Payment for:	Invoice#29495
100125240	

✂
 Customer: Isles at Bartram Park Community Development District

Invoice	Effective	Transaction	Description	Amount
29495	10/01/2025	Renew policy	Policy #100125240 10/01/2025-10/01/2026 Florida Insurance Alliance Package - Renew policy Due Date: 9/18/2025	12,738.00
				
Please Remit Payment To: Egis Insurance and Risk Advisors P.O. Box 748555				Total \$ 12,738.00

FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349
 TO PAY VIA ACH: Accretive Global Insurance Services LLC

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	accounting@egisadvisors.com	09/18/2025
Atlanta, GA 30374-8555		

RECEIVED
 By Tara Lee at 2:07 pm, Sep 19, 2025

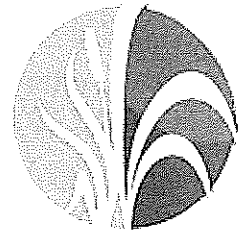
CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
7/16/25	00023	6/27/25 2029068	202506 300-58400-60000 DEP 2 NEW FLOAT FOUNTAINS	INNOVATIVE FOUNTAIN SERVICES INC	*	11,474.00	11,474.00 000003
7/24/25	00022	7/14/25 955707	202507 300-58400-61000 BORE PROJECT-IRRIGATION	YELLOWSTONE LANDSCAPE	*	6,500.00	6,500.00 000004
8/28/25	00038	8/26/25 082625-1	202508 300-58400-61000 NEW CONTROL PANEL/CONDUIT	CARLTON J MURPHY	*	3,114.62	3,114.62 000005
8/28/25	00038	8/26/25 082625-2	202508 300-58400-61000 GROUND BOX/NEW CTRL PANEL	CARLTON J MURPHY	*	4,337.12	4,337.12 000006
9/09/25	00023	9/03/25 2029563	202509 300-58400-60000 FNL PMT-POND FOUNT INSTAL	INNOVATIVE FOUNTAIN SERVICES INC	*	14,718.00	14,718.00 000007
9/09/25	00023	9/04/25 2029565	202509 300-58400-60000 DEP-NEW FOUNTAIN #7	INNOVATIVE FOUNTAIN SERVICES INC	*	6,358.00	6,358.00 000008
TOTAL FOR BANK B						46,501.74	
TOTAL FOR REGISTER						46,501.74	

IBTR ISLES OF BRTRM TLEE

INVOICE

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493

admin@innovativefountainservices.com
om
+1 (904) 551-1017



Celestina: Celestina Waterfall

Bill to

Celestina
Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

Invoice details

P.O. Number: Deposit Invoice Estimate 4236

Invoice no.: 2029068
Terms: Net 30
Invoice date: 06/27/2025
Due date: 07/27/2025

#	Product or service	Description	Qty	Amount
1.	Fountain Service	Deposit Invoice for Estimate 4236- Innovative Fountain Services propose to furnish all materials, labor, and tools to install two new 3HP floating fountains. Approximate spray dimensions of display are 19' high and 34' wide and display will be similar to existing fountain display. Fountains comes with 6 LED light set with one having 15' and one having 200' of cable. Fountain comes with a five year manufacturer's warranty and two year warranty on the lights. Landscapers are to dig a trench from the fountain controller to the edge of the pond for us to install the conduit for the fountain on Amalurra road.	1	\$11,474.00
2.	Terms	Terms of sale are 50% deposit required upon placement of order with remaining balance due net 30.	1	\$0.00

Total

\$11,474.00



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

Address: 475 West Town Pl
Suite 114
St. Augustine, FL 32092

INVOICE

INVOICE #	INVOICE DATE
955707	7/14/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: August 13, 2025

Invoice Amount: \$6,500.00

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

Bore Project along Celestina Pwky

Irrigation	\$6,500.00
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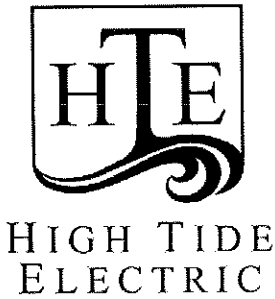
RECEIVED

By Tara Lee at 3:47 pm, Jul 23, 2025

Invoice Total \$6,500.00

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

High Tide Electric
9758 Redbird Creek Dr S
Jacksonville, FL 32221 US
+19043432153
carlton.hightideelectric@gmail.com



INVOICE

BILL TO
Isles of Bartram Park CDD
200 Business Park Circle, Suite 101
St. Augustine, FL 32095

INVOICE 082625-1
DATE 08/26/2025
TERMS Net 30
DUE DATE 09/25/2025

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/22/2025	Labor	Trenched and ran conduit for a 30amp 240volt dedicated circuit from new electrical service along Celesta Pkwy. to fountain control panel. Set post for new control panel and terminated new circuit in panel.	1	2,500.00	2,500.00
	Sales		1	614.62	614.62

BALANCE DUE **\$3,114.62**

RECEIVED
By Tara Lee at 11:06 am, Aug 27, 2025

High Tide Electric

9758 Redbird Creek Dr S
Jacksonville, FL 32221 US
+19043432153
carlton.hightideelectric@gmail.com



HIGH TIDE
ELECTRIC

INVOICE

BILL TO
Isles of Bartram Park CDD
200 Business Park Circle, Suite 101
St. Augustine, FL 32095

INVOICE 082625-2
DATE 08/26/2025
TERMS Net 30
DUE DATE 09/25/2025

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/22/2025	Labor	Trenched and ran conduit for a 30amp 240volt dedicated circuit from existing electrical panel (exit side) to fountain control panel. Set a ground box on both sides of the street at North Gate. Repaired 2" conduit on entrance side so that circuit could be pulled under road. Set post for new control panel and terminated new circuit in fountain control panel.	1	3,300.00	3,300.00
	Material		1	1,037.12	1,037.12

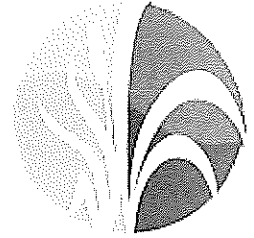
BALANCE DUE \$4,337.12

RECEIVED
By Tara Lee at 11:12 am, Aug 27, 2025

INVOICE

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493

admin@innovativefountain-services.com
+1 (904) 551-1017



Celestina: Celestina Waterfall

Bill to

Celestina
Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

Invoice details

P.O. Number: Final Invoice Estimate 4236

Invoice no.: 2029563
Terms: Net 30
Invoice date: 09/03/2025
Due date: 10/03/2025

#	Product or service	Description	Qty	Amount
1.	Fountain Service	Final Invoice for Estimate 4236- Innovative Fountain Services propose to furnish all materials, labor, and tools to install two new 3HP floating fountains. Approximate spray dimensions of display are 19' high and 34' wide and display will be similar to existing fountain display. Fountains comes with 6 LED light set with one having 15' and one having 200' of cable. Fountain comes with a five year manufacturer's warranty and two year warranty on the lights. Landscapers are to dig a trench from the fountain controller to the edge of the pond for us to install the conduit for the fountain on Amalurra road.	1	\$11,474.00
2.	Fountain Service	Additional costs for extending cables and conduit to accommodate the fountain controller's current location	1	\$3,244.00

Total

\$14,718.00

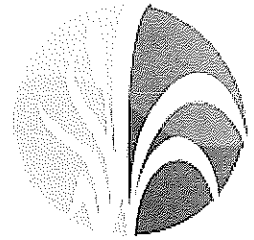
RECEIVED

By Tara Lee at 3:46 pm, Sep 04, 2025

INVOICE

Innovative Fountain Services, Inc
11637 Columbia Park Dr E
Ste 4
Jacksonville, FL 32258-4493

admin@innovativefountainservices.com
+1 (904) 551-1017



Celestina: Celestina Waterfall

Bill to

Celestina
Isles of Bartram Park CDD
475 West Town Place Ste 114
Saint Augustine, FL 32092

Invoice details

P.O. Number: New Fountain #7

Invoice no.: 2029565
Terms: Net 30
Invoice date: 09/04/2025
Due date: 10/04/2025

#	Product or service	Description	Qty	Amount
1.	Fountain Service	Deposit Invoice for Estimate 4414 Innovative Fountain Services propose to furnish all materials, labor, and tools to install one new 3HP floating fountain with 200' of pump cable. Approximate spray dimensions of display are 19' high and 34' wide but customer may select from five display patterns. New control panel with all components including timer to be installed on bank of pond. Includes LED 6 white light set with 200' light cable. Install conduit from fountain controller to pond to house the cables	1	\$6,358.00
2.		FOUNTAIN PACKAGE CARRIES A 5-YEAR MANUFACTURER WARRANTY/LED LIGHTS 2-YEARS		
3.		Customer is to have a licensed electrician to mount controller, supply power and run conduit from fountain controller 5' into the pond. Fountain controller must be within 30' of pond otherwise additional costs will be incurred.		
4.		Terms of sale are 50% deposit required upon placement of order with remaining balance due net 30.		

RECEIVED

By Tara Lee at 3:46 pm, Sep 04, 2025

Total

\$6,358.00