

MINUTES OF MEETING
ISLES OF BARTRAM PARK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Isles of Bartram Park Community Development District was held on Wednesday, May 16, 2018 at 11:00 a.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Brad England	Vice Chairman
Chris Mayo	Supervisor
Mike Della Penta	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Matt Maggiore	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 11:00 a.m.

SECOND ORDER OF BUSINESS

Audience Comment

There were no members of the public in attendance.

THIRD ORDER OF BUSINESS

Acceptance of Minutes from the February 13, 2018 Special Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes from the February 13, 2018 special meeting. Are there any additions, corrections or deletions?

On MOTION by Ms. Rogers seconded by Mr. England with all in favor the Minutes of the February 13, 2018 Special Meeting were accepted.

FOURTH ORDER OF BUSINESS

Approval of Minutes from the February 21, 2018 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the February 21, 2018 meeting. Are there any additions, corrections or deletions?

On MOTION by Ms. Rogers seconded by Mr. England with all in favor the Minutes of the February 21, 2018 were approved.

FIFTH ORDER OF BUSINESS Selection of Audit Committee

Mr. Oliver stated we are required to go out to RFP to select an auditor each year. Typically, we have the board of supervisors serve as the audit committee. At the next board meeting we will have an audit committee meeting and we will bring evaluation criteria for audit committee approval.

On MOTION by Ms. Rogers seconded by Mr. England with all in favor the Entire Board of Supervisors to Serve as the Audit Committee was approved.

SIXTH ORDER OF BUSINESS Consideration of Resolution 2018-02, Approving Fiscal Year 2019 Proposed Budget & Setting a Date for Public Hearing for Adoption

Mr. Oliver stated included in your agenda package is Resolution 2018-02, Approving the Fiscal Year 2019 proposed budget and setting a date for the public hearing. I recommend holding it at your regular meeting on August 15, 2018.

On MOTION by Ms. Rogers seconded by Mr. England with all in favor Resolution 2018-02 Approving Fiscal Year 2019 Proposed Budget & Setting a Public Hearing Date of August 15, 2018 at 11:00 a.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092 was approved.

SEVENTH ORDER OF BUSINESS Consideration of Proposal for Professional Services Related to the Preparation of a Public Facilities Report by England, Thims & Miller, Inc.

Mr. Oliver stated included in your agenda package is a proposal for professional services related to the preparation of a public facilities report by England, Thims & Miller, Inc. The proposal is in the amount of \$2,500.

On MOTION by Ms. Rogers seconded by Mr. England with all in favor the Proposal for Professional Services Related to the Preparation of a Public Facilities Report by England, Thims & Miller, Inc. was approved.

EIGHTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

1. Report on the Number of Registered Voters (226)

Mr. Oliver stated included in your agenda package is a letter from the supervisor of election informing us there are 226 registered voters in the District.

2. Consideration of Proposed Fiscal Year 2019 Meeting Dates

This item was tabled.

3. Consideration of Resolution 2018-03, Designation of Landowners Meeting Date

Mr. Oliver stated Resolution 2018-03 is designating a date for the landowner’s election. There are three seats up for election. We are proposing November 6, 2018 at 11:00 a.m. at this location.

On MOTION by Ms. Rogers seconded by Mr. England with all in favor Resolution 2018-03 Designation of Landowners Meeting Date to be November 6, 2018 at 11:00 a.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092 was approved.

TENTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of April 30, 2017 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement.

B. Assessment Receipt Schedule

Mr. Oliver stated included in your agenda package is an assessment receipt schedule.

C. Approval of Check Register

Mr. Oliver stated included in your agenda package is a check register.

On MOTION by Ms. Rogers seconded by Mr. England with all in favor the Check Register was approved.

TWELFTH ORDER OF BUSINESS

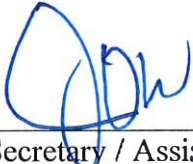
Next Scheduled Meeting – August 15, 2018 at 11:00 a.m. at the Offices of GMS

Mr. Oliver stated the next meeting is scheduled for August 15, 2018 at 11:00 a.m. at this office.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Rogers seconded by Mr. England with all in favor the Meeting was adjourned.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson