

MINUTES OF MEETING
ST. AUGUSTINE LAKES
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the St. Augustine Lakes Community Development District was held on Wednesday, February 2, 2022 at 11:00 a.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Chris Mayo	Vice Chairman
Mike Della Penta	Supervisor
Tiffany Csalovszki	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Bill Schaefer	Dominion Engineering

The following is a summary of the actions taken at the February 2, 2022 St. Augustine Lakes Community Development District's regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 11:00 a.m. Four Supervisors were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments (*regarding agenda items listed below*)

Mr. Oliver explained the comment protocol for audience comments and opened the floor to audience members. There were no public comments.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors

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Mr. Oliver noted that they recently had the Landowners' Election which is required 90 days after establishment. The four members in attendance were elected through the Landowners' Election. Mr. Oliver administered the oath of office to Ms. Rogers, Mr. Mayo, Ms. Csalovszki, and Mr. Della Penta.

B. Consideration of Resolution 2022-31, Canvassing and Certifying the Results of the Landowners Election

Mr. Oliver reviewed the results of the Landowners' Election with Ms. Rogers and Mr. Mayo receiving 50 votes and Mr. Della Penta, Mr. Bob Deahl, and Ms. Csalovszki receiving 25 votes. Mr. Oliver noted that Ms. Rogers and Mr. Mayo will serve 4-year terms and the remaining Supervisors will serve 2-year terms.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta with all in favor, Resolution 2022-31, Canvassing and Certifying the Results of the Landowners' Election, was approved.

C. Acceptance of Resignation Letter from Supervisor Deahl

Mr. Oliver presented Bob Deahl's resignation letter.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Accepting the Resignation Letter from Supervisor Deahl, was approved.

D. Appointment of New Supervisor to Fill Unexpired Term of Office

Mr. Oliver asked for nominations to fill the vacant seat left by the resignation of Mr. Deahl. Ms. Rogers nominated Ms. Virginia Feiner to fill the unexpired term.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Appointing Virginia Feiner to Fill Unexpired Term of Office, was approved.

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E. Oath of Office for Newly Appointed Supervisor

Mr. Oliver noted that he would coordinate the oath of office with Ms. Feiner before the next Board meeting.

F. Consideration of Resolution 2022-32, Electing and Designating the Officers of the District

The Board decided to keep Ms. Rogers as Chairperson and Mr. Mayo as Vice Chairperson.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Resolution 2022-32 as slated above, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the December 22, 2021 Organizational Meeting

Mr. Oliver presented the December 22, 2021 organizational meeting minutes and asked for any comments, changes, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Minutes of the December 22, 2021 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-33, Ratifying the Change Date of the Landowners Meeting

Mr. Oliver noted that due to noticing purposes they had to move the meeting back a week.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Resolution 2022-33, Ratifying the Change Date of the Landowners Meeting, was approved.

SIXTH ORDER OF BUSINESS

Public Hearings

A. Adopting the Uniform Method of Collection, Resolution 2022-34

Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Opening the Public Hearing, was approved.

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Mr. Haber reviewed the resolution for the Board. The Board members had no questions on the uniform method of collection.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Closing the Public Hearing, was approved.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Adopting the Uniform Method of Collection, Resolution 2022-34, was approved.

B. Imposing and Levying Master Special Assessments, Resolution 2022-35

Mr. Oliver asked for a motion to open the public hearing. Mr. Haber noted that at their organizational meeting the Board adopted two resolutions related to assessments: a resolution declaring assessments and a resolution setting the public hearing for today. The resolution declaring assessments adopted an Engineer’s report and an Assessment Methodology, and both of those documents are exhibits to the resolution today.

Mr. Haber noted that a notice was published in the newspaper and mailed to the landowner putting everyone on notice that the District intends on imposing a lien against all the property in the District in an amount not to exceed \$28,000,000.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Opening the Public Hearing, was approved.

Mr. Oliver asked for any public comments, and hearing none asked for a motion to close the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Closing the Public Hearing, was approved.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2022-26, Appointing Bond Counsel as Greenberg Traurig, was approved.

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C. Adopting the Rules of Procedure, Resolution 2022-36

Mr. Oliver asked for a motion to open the public hearing. Mr. Haber reviewed the Rules of Procedure. He stated that the rules lay out how the District operates. The first 15 pages of the Rules of Procedure deal with District operations and the remaining pages through 63 deal with how contracts need to be awarded for various services or materials.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Opening the Public Hearing, was approved.

Mr. Oliver asked for any public comments, and hearing none asked for a motion to close the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Closing the Public Hearing, was approved.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Adopting the Rules of Procedures, Resolution 2022-36, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of RFQ for Engineering Services

Mr. Oliver noted that at the direction of the Board they issued a Request for Qualifications and they received one response from Dominion Engineering Group who is serving as the Interim Engineer.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Appointed Dominion Engineering Group to Provide Engineering Services, was approved.

EIGHTH ORDER OF BUSINESS

Appointment of Audit Committee

Mr. Oliver noted that Section 218 of Florida statutes require that the CDD have an independent audit conducted each year. It also requires that an Audit Committee be formed to go through the process of selecting an auditor. He recommended having the standing Board serve as the Audit Committee.

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On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Appointing the St. Augustine Lakes Board of Supervisors as the Audit Committee, was approved.

NINTH ORDER OF BUSINESS

Discussion of Fiscal Year 2022 Approved Budget

Mr. Oliver stated that the Board approved this budget at their December meeting and they will have the public hearing for adoption at the March meeting. This is a developer funded budget and is just an administrative budget.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber noted that March 8, 2022 at 9:00 a.m. is the bond validation hearing and that is an in-person hearing. He noted that they would like to have someone from the management company, engineering company, and the Chairperson or other Board representative at that hearing.

B. Engineer

Mr. Schaefer had nothing to report. He thanked the Board for hiring his firm as the District Engineer.

C. Manager

Mr. Oliver had nothing to report.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Financial Statements as of December 31, 2021

Mr. Oliver reviewed the financials as of December 31, 2021 and noted that he would answer any questions.

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FOURTEENTH ORDER OF BUSINESS Consideration of Funding Request No. 2

Mr. Oliver noted that the amount for the funding request was \$5,091.70.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Funding Request No. 2, was approved.

FIFTEENTH ORDER OF BUSINESS Next Scheduled Meeting – March 2, 2022 at 11:00 a.m.

Mr. Oliver stated that the next meeting would be March 2, 2022 and then on March 8, 2022 is the bond validation hearing.

SIXTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the meeting was adjourned.

DocuSigned by:

James Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Bunzi Rogers

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Chairman/Vice Chairman