

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, March 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 Chairperson
Mike Della Penta	Supervisor
Tiffany Csalovszki	Supervisor
Virginia Feiner	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Bill Schaefer	District Engineer

*The following is a summary of the actions taken at the March 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 11:05 a.m. Five Supervisors were in attendance at the meeting constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments** *(regarding agenda items listed below)*

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

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**THIRD ORDER OF BUSINESS**

**Oath of Office for Newly Elected Supervisor  
(Virginia Feiner)**

Mr. Oliver stated that Ms. Feiner was sworn in prior to the meeting.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the February 2,  
2022 Meeting**

Mr. Oliver presented the February 2, 2022 meeting minutes and asked for any comments, changes, or corrections. Mr. Haber had submitted changes to the minutes.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, the Minutes of the February 2, 2022 Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Acceptance of the January 26, 2022  
Landowners Meeting**

Mr. Oliver stated that this was for the acceptance of the January 26, 2022 Landowners meeting.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, the January 26, 2022 Landowners Meeting, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Agreement with Dominion  
Engineering Group, Inc. for Professional  
Engineering Services**

Mr. Oliver stated that they went through the RFQ process and the Board selected Dominion Engineering Group, Inc as the top ranked firm and negotiated with them and this is the agreement as a result.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, the Agreement with Dominion Engineering Group, Inc for Professional Engineering Services, was approved.

**SEVENTH ORDER OF BUSINESS**

**Matters Related to Series 2022 Bond Issue  
Process**

Mr. Haber stated that no action was needed here. He reminded the Board that the bond validation hearing was next week. He explained that there is an appeal period, meaning the judge

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signs the judgement and then there is a 30-day appeal period after which the District can issue bonds.

**EIGHTH ORDER OF BUSINESS**

**Public Hearing Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2022, Resolution 2022-37**

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

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

Mr. Oliver noted that the budget is 100% developer funded. It is the same budget that the Board saw at the previous meetings. It is an administrative budget. He offered to answer any questions regarding the budget. There were no members of the public present.

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. Mayo, with all in favor, Adopting the Budget for Fiscal Year 2022, Resolution 2022-37, was approved.

**NINTH ORDER OF BUSINESS**

**Agreement with St. Johns County Tax Collector Regarding Uniform Method of Collection**

Mr. Haber stated that once bonds are issued and lots are platted, instead of GMS sending an invoice to landowners to collect debt assessments, GMS will send a tax roll to the tax collector, and the assessments will be on each lot's tax bill.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, the Agreement with St. Johns County Tax Collector Regarding Uniform Method of Collection, was approved.

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**TENTH ORDER OF BUSINESS**

**Acceptance of Audit Committee's Recommendations; Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services**

Mr. Oliver stated that the Audit Committee met earlier in the day and approved the evaluation criteria. He asked that the Board accept that and direct staff to issue the RFP.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Audit Committee's Recommendations; and Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber did not have anything else to report.

**B. Engineer**

Mr. Schaefer had nothing to report.

**C. Manager**

Mr. Oliver had nothing to report.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests**

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Financial Statements as of January 31, 2022**

Mr. Oliver reviewed the financials as of January 31, 2022 and noted that he would answer any questions.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, the Financial Statements as of January 31, 2022, were approved.

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**FIFTEENTH ORDER OF BUSINESS      Consideration of Funding Request No. 3**

Mr. Oliver noted that the amount for the funding request was \$12,229.63. There were 4 total invoices from DEO, GMS, Dominion Engineering and Kutak Rock.

On MOTION by Ms. Rogers, seconded by Mr. Mayo, with all in favor, Funding Request No. 3, was approved.

**SIXTEENTH ORDER OF BUSINESS      Next Scheduled Meeting – April 6, 2022 at 11:00 a.m.**

Mr. Oliver stated that the next meeting would be April 6, 2022 at 11:00 a.m. and the bond validation hearing is on March 8, 2022 at 9:00 a.m.

**SEVENTEENTH 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:  
*Benzi Rogers*  
635A71EC3371457...  
Chairman/Vice Chairman