

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, June 7, 2023 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
Tiffany Csalovszki	Supervisor
Michael Della Penta	Supervisor

Also, present were:

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

The following is a summary of the actions taken at the June 7, 2023 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 opened the public comment period, there were no members of the public present.

June 7, 2023

St. Augustine Lakes CDD

THIRD ORDER OF BUSINESS

Consideration of Minutes of the April 5, 2023 Meeting

Mr. Oliver presented the minutes of the April 5, 2023 Board of Supervisors meeting and asked for any comments or corrections. Hearing no changes from the Board, he asked for a motion to approve.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Minutes of the April 5, 2023 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Preparation for Conveyance of Improvements to District

Mr. Haber stated that when they get documentation of completed improvements that are ready to be paid for, they will process the paperwork as quick as they can to turnaround payment. Ms. Rogers stated Jenny sent an email on Sunday night and they need to get the normal back up for this amount. She noted this is for 1A, 1B, and 1C at approximately \$10,500,000. She noted the engineer was copied on this too. Mr. Haber stated he did not see that so he was not sure if he was copied but forwarding it to him would be great. Ms. Rogers stated it was sent to the wrong email address. She stated they will get him the standard backup releases and whatever else is needed and get that processed. Mr. Haber noted that can be processed and if everything is pulled together prior to the next meeting, it can be processed and put on the agenda for ratification. Mr. Haber explained for the Board's understanding, that they were using the bond proceeds to pay for public infrastructure identified by the engineer's report for the phases that were mentioned and the approximate amount.

FIFTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Proposal (United Landscape)

Mr. Oliver stated in that in the agenda United Landscape is listed but there is also a proposal from Yellowstone. He noted that the Board has not had a chance to review this so if they want to go ahead and work behind the scenes on this and make a selection to be ratified at the next meeting. No action was taken by the Board at this time.

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SIXTH ORDER OF BUSINESS

Consideration of Requisitions (1-5)

Mr. Oliver stated requisitions 1-5 are two requisitions payable to Kutak Rock, one to Dominion Engineering, and two are to Lennar. They are to pay back construction funding that was provided and they are now reimbursing. The total amount of the requisitions is \$35,801.15.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, Consideration of Requisitions 1-5, was approved.
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SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-06,
Approving the Proposed Budget for Fiscal
Year 2024 and Setting a Public Hearing Date
for Adoption**

Mr. Oliver stated right now on the schedule there is a meeting on September 6th at 11:00. He noted they could try to find an August date to try to avoid the pressures of hurricane season or can wait until the July meeting to change that date. He noted right now the August 2nd meeting does not give the 60 days that are needed. Ms. Rogers stated she is available any Wednesday in August. Mr. Oliver noted that the meeting could be pushed back a week to August 9th. He stated that will be discussed once they get to the resolution. He noted the budget right now needs a lot of work but they are just trying to get something approved by the June 15th deadline. He noted one discussion that he had with Tiffany before the meeting is the amenity center section. There are a lot of line items with zeros that will need some guidance. Ms. Rogers noted the amenity center will not be online for at least one year after the first closing. Ms. Csalovszki stated the first closing is in July. Mr. Oliver stated that section will be taken out and he will get with the Board on the insurance for property for any entry features or anything else that they think should be covered by the District. He noted the only difference in the budget in terms of totals is the line item on page 2 for the field management administration for \$18,000 and that is the agreement. He noted this can be worked up but the budget is coming down based on the discussions they have had. He stated also there will likely be carry forward surplus available if you want to use that to manage the assessments.

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On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, Resolution 2023-06, Approving the Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date for Adoption on August 9, 2023 at 11:00 a.m., was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated he had a quick update. Starting January 2024 all CDD Board members are going to have an obligation to obtain four hours of training on topics including Chapter 112 which is the Code of Ethics which largely deals with conflicts of interest as well as Sunshine Law and Public Record Law. He noted his office will follow up and let the Board know their options on fulfilling that obligation but it does not start until next year and you have the full year to complete it. He noted as the financial forms are being filled out with the county that there is a box to check, that does not apply to you presently so you don't have to worry about that now but in future years that box will likely apply and you want to make sure you check it once you meet that requirement.

B. Engineer

There being no comments, the next item followed.

C. Manager

Mr. Oliver stated that they have all been receiving their disclosure statements from the Supervisor or Elections.

NINTH ORDER OF BUSINESS

Supervisors Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Financial Statements as of April 30, 2023

Mr. Oliver presented the unaudited financials through April 30, 2023 that are included in the agenda packet.

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On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Financial Statements as of April 30, 2023, were approved.

TWELFTH ORDER OF BUSINESS Check Register

Mr. Oliver presented the check register for Board approval.

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

**THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – July 5, 2023
at 11:00 a.m.**

Mr. Oliver stated that the next meeting date was scheduled for July 5, 2023 at 11:00 a.m. Ms. Rogers stated she needed to make sure that she has given all the phases plats that are covered. Mr. Haber stated on August 9th at 11:00 the CDD Cordova Palms is on that same day at 10 in the same room but it should not last longer than an hour but wanted to bring that to his attention.

FOURTEENTH ORDER OF BUSINESS Adjournment

Mr. Oliver asked for a motion to adjourn the meeting.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the meeting was adjourned at 11:10 a.m.

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Benzi Rogers
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Chairman/Vice Chairman