

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, July 5, 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:

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

Also, present were:

| | |
|-------------------------------|------------------------------|
| Jim Oliver | District Manager, GMS |
| Wes Haber | District Counsel, Kutak Rock |
| Bill Schaefer <i>by phone</i> | District Engineer |

The following is a summary of the actions taken at the July 5, 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.

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THIRD ORDER OF BUSINESS

Consideration of Minutes of the June 7, 2023 Meeting

Mr. Oliver presented the minutes of the June 7, 2023 Board of Supervisors meeting and asked for any changes. Ms. Rogers stated she had no changes.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Minutes of the June 7, 2023 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Preparation for Conveyance of Improvements to District

Mr. Haber stated he has pretty much everything needed from Ginny. He noted he left the day they got everything but will be back in the office tomorrow and will have documents circulated. He noted it is highly likely at the next meeting we will have ratification of the acquisition of improvements and approval of the requisition for those funds. Mr. Oliver asked if we will be able to execute the requisition with all of the documents to ratify. Mr. Haber stated yes, the expectation is that we will get all of that stuff processed, signed, paid and then will ratify at the next meeting.

FIFTH ORDER OF BUSINESS

Ratification of Landscape Maintenance Agreement

Mr. Oliver stated at the last meeting proposal from United Landscape was discussed which was much higher than the Yellowstone proposal that has been approved and has been executed so now we are looking for a motion to ratify that agreement.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Landscape Maintenance Agreement with Yellowstone, was ratified.

SIXTH ORDER OF BUSINESS

Discussion of Fiscal Year 2024 Approved Budget

Mr. Oliver stated the budget hearing will be at the August meeting. One of the changes to the budget will lower the landscape maintenance line item. He stated its right now showing \$132,000 and he suggests it be moved to \$81,250 which covers the new Yellowstone agreement plus adds \$10,000 for contingency. He stated there was some premeeting discussion of perhaps

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adding line items for wetland mitigation and holiday decorations. Do you know what amount you want for those? Ms. Rogers stated about \$13,000 for the wetland mitigation and maybe another \$15,000 for the holiday lights. Mr. Oliver asked for any projected surplus, do you want me to add a line item for capital or anything? Ms. Rogers stated yes.

SEVENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Haber stated that there is an ethics requirement starting January 2024. My office probably early fall will have a memo with how you fulfill that obligation and know that it must be filled in 2024. I think anything you do in 2023 will not count. He stated he would be happy to answer any questions in general. I heard you talk about the lake maintenance agreement saying them wanting to do four and you converted to one. Did they want to do it in phases because some of it would not necessarily be ready. Ms. Csalovszki stated correct. Mr. Haber stated he would include language in the agreement to include the entire scope that will give the District the ability that within an X number of days from the District giving them notice that they need to start with the next phase, that they will start it so that way we can do one agreement for all four with just us advising them.

B. Engineer

Mr. Schaefer stated he had nothing to report to the Board.

C. Manager

Mr. Oliver stated he had nothing to report.

EIGHTH ORDER OF BUSINESS Supervisors Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS Financial Statements as of May 31, 2023

Mr. Oliver stated in the agenda packets are the financial statements as of May 31, 2023 so eight months into the fiscal year. This has a large positive variance because you did not have an

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amenity center or field operations so it is well within budget. He noted next is the assessment receipt schedule and you are fully collected for the fiscal year.

ELEVENTH ORDER OF BUSINESS Check Register

Mr. Oliver presented the check register for the general fund for Board approval.

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

**TWELFTH ORDER OF BUSINESS Next Scheduled Meeting – August 9, 2023
at 11:00 a.m.**

Mr. Oliver stated that the next meeting and budget hearing is August 9, 2023 at 11:00 a.m.

THIRTEENTH 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:
Bunzi Rogers
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Chairman/Vice Chairman