

***St. Augustine Lakes***  
*Community Development District*

*MAY 1, 2024*

## *AGENDA*

St. Augustine Lakes  
Community Development District  
475 West Town Place  
Suite 114  
St. Augustine, Florida 32092  
Call in Number: 1-877-304-9269, Code 7067214

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April 24, 2024

Board of Supervisors  
St. Augustine Lakes Community Development District

Dear Board Members:

The Meeting of the St. Augustine Lakes Community Development District will be held Wednesday, May 1, 2024 at 11:00 a.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, Florida 32092.

- I. Roll Call
- II. Audience Comments *(regarding agenda items listed below)*
- III. Consideration of Minutes of the April 3, 2024 Meeting
- IV. Ratification of Addendum to Yellowstone Agreement
- V. Consideration of Proposals
  - A. Pool Cleaning
  - B. Yellowstone Proposal for Amenity Center
- VI. Discussion of Fiscal Year 2025 Budget
- VII. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager – Report on the Number of Registered Voters (218)
- VIII. Supervisors Requests
- IX. Audience Comments
- X. Financial Statements as of March 31, 2024
- XI. Check Register
- XII. Next Scheduled Meeting – June 5, 2024 at 11:00 a.m.

XIII. Adjournment



### *THIRD ORDER OF BUSINESS*

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, April 3, 2024 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
Ginny Feiner	Supervisor

Also, present were:

Jim Oliver	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Sharon McShurley	Property Manager, Vesta
Sarah Sweeting	GMS

*The following is a summary of the actions taken at the April 3, 2024 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 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.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the March 6, 2024 Meeting**

Mr. Oliver presented the minutes of the March 6, 2024, Board of Supervisors meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Minutes of the March 6, 2024, Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Ratification of Requisitions for Payment for Acquisition of Improvements (15)**

Mr. Oliver presented requisition 15 payable to Kutak Rock for \$1,208.50. The Board had no questions on the requisition.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Requisition for Payment for Acquisitions of Improvements (15), was ratified.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber noted he had nothing further unless there were questions.

**B. Engineer**

There being no comments, the next item followed.

**C. Manager**

Mr. Oliver stated that he received an agreement from Tiffany for the new area to be maintained by Yellowstone and it would be added onto the existing contract. The amount annually would be \$57,000 on top of the existing contract. The District will be billed only for work that is completed.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Contract Addendum from Yellowstone, was approved in substantial form.

Mr. Oliver noted that they are working on the proposed budget which will be presented at the May meeting. Budget discussion will include landscaping and the opening of the amenity center with a June timeline for opening.

**SIXTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Oliver asked if there was anything else to discuss. The Board discussed the annual report for the water management facilities from the engineer, and Mr. Oliver was directed to discuss that with the district engineer.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Financial Statements as of February 28, 2024**

Mr. Oliver presented the financial statements through February 28, 2024. He added there were no issues with the general fund budget.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Financial Statements as of February 28, 2024, was approved.
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**NINTH 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.
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**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 1, 2024 at  
11:00 a.m.**

Mr. Oliver noted the next meeting would be May 1, 2024, at 11:00 a.m.

**ELEVENTH 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.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*

**AMENDMENT TO THE LANDSCAPE AND IRRIGATION MAINTENANCE  
AGREEMENT BY AND BETWEEN ST. AUGUSTINE LAKES COMMUNITY  
DEVELOPMENT DISTRICT AND YELLOWSTONE LANDSCAPE, INC.**

This Amendment (“Amendment”) is made and entered into this 26th day of April, 2024, by and between:

**ST. AUGUSTINE LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in St. Johns County, Florida, and whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

**YELLOWSTONE LANDSCAPE, INC.**, a Delaware corporation, whose address is 3235 N. State Street, P.O. Box 849, Bunnell, Florida 32110 (“Contractor” and, together with the District, the “Parties”).

**RECITALS**

**WHEREAS**, on or around June 1, 2023, the District and the Contractor entered into a Landscape and Irrigation Maintenance Agreement (“Maintenance Agreement”) which is incorporated herein by reference; and

**WHEREAS**, pursuant to Section 20 of the Maintenance Agreement, the parties desire to amend the Maintenance Agreement as set forth in more detail in Section 2 below; and

**WHEREAS**, each of the parties hereto has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

**SECTION 1.** The Maintenance Agreement is hereby affirmed and the parties hereto agree that it continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the parties under the Maintenance Agreement. All of the remaining provisions remain in full effect and fully enforceable.

**SECTION 2.** The Maintenance Agreement is hereby amended as follows:

- A.** The Parties hereby add the work described in **Exhibit A** hereto (the “Additional Work”) to the Scope of Services, as such term is defined in the Maintenance Agreement. The cost of the Additional Work shall be as set forth in **Exhibit A**. Payment for the Additional Work shall be made in accordance with the terms of the Maintenance Agreement. The Parties

acknowledge and agree that not all of the Additional Work will be needed upon the execution of this Amendment and that only the portions of the Additional Work that the District directs to be performed shall be performed and the Contractor shall invoice for only the portions of the Additional that is directed by the District and performed by the Contractor.

**SECTION 3.** All other terms of the Maintenance Agreement shall remain in full force and effect and are hereby ratified.

**IN WITNESS WHEREOF,** the parties hereto have signed this Amendment to the Maintenance Agreement on the day and year first written above.

ATTEST:

**ST. AUGUSTINE LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**YELLOWSTONE LANDSCAPE, INC.**

\_\_\_\_\_  
By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_



Exhibit A

SERVICE MAP

The image below depicts the boundaries of the serviceable areas of your landscape as understood for the purposes of developing this proposal.



PERFORMANCE STANDARDS

ST. AUGUSTINE LAKES - REMAINING AREAS ADDENDUM 2024

Managing the needs of your unique landscape requires careful planning and attention to detail. Our experienced professionals use their extensive training and state-of-the-art equipment to ensure the health and sustainability of your living investment. Should you ever have additional needs, questions or concerns, please ask us.

Geographic location and climate play a major role in the timing of our service delivery; schedules are adjusted to coincide with seasonal growth rates in order to maintain a consistent, healthy appearance. Services missed due to inclement weather will be made up as soon as possible. The following table summarizes our planned visits for completing each of the services performed on your property:

SERVICE	VISITS
All Services According to Current Scope	Matching Current Scope

## YOUR INVESTMENT

CORE MAINTENANCE SERVICES	PRICE
<b>Maintenance</b> Includes All Services According to Current Scope	\$57,000
<b>ANNUAL GRAND TOTAL</b>	<b>\$57,000</b>

ANNUAL GRAND TOTAL

\$57,000.00

MONTHLY GRAND TOTAL

\$4,750.00

*FIFTH ORDER OF BUSINESS*

*A.*



Big Z Pool Service LLC  
CPC1459355  
9048684660  
172 Stokes Landing Rd.  
Saint Augustine, FL 32095

Prepared For  
St. Augustine Lakes c/o Vesta  
Property Services  
200 Business Park Circle, Suite 101  
Saint Augustine, FL 32095

Estimate Date  
04/17/2024

Estimate Number  
0000144

Reference  
25 Old Bull Bay Ct, St.  
Augustine, FL 32084

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Description	Rate	Qty	Line Total
Monthly Pool Service with Chemicals Pool Maintenance Services Estimate	\$1,080.00	1	\$1,080.00

Service Schedule:

October-March: 2 visits per week (Mondays and Fridays)  
April-September: 3 visits per week (Mondays, Wednesdays, and Fridays)

Service Includes:

Skimming the pool surface  
Cleaning the pool gutters  
Clearing skimmer baskets  
Vacuuming the pool  
Brushing walls and steps  
Waterline tile cleaning  
Filtration system monitoring  
Pump basket cleaning  
O-ring lubrication  
Proper backwashing and filter cleaning  
Maintaining water chemistry and levels  
Log book for verification of service dates and testing

Chemicals Included:

Chlorine  
pH-adjusting acid  
Sodium bicarbonate  
Cyanuric acid (stabilizer)

Additional Chemicals (Not Included):

Algaecides (for black algae)

Metal-out treatments  
Code brown shock treatments  
Phosphate treatments (available upon request)  
Payment Terms:

Invoices are due net30 based on the originally agreed-upon terms.  
Late fees of \$70.00 apply after the due date and the 5-day grace period allowed for mail delivery.  
After 15 days of non-payment or communication, services may be suspended and could incur a startup fee.  
Monthly service invoices follow the terms agreed upon during setup.  
Material and repair invoices have different terms (net10) to meet supplier payment requirements.

Contract Details:

Contracts are provided if our estimate is accepted valid for 1 year from the initial setup and continue month-to-month unless a new contract is requested.  
Emergency service calls are billed at a rate of \$175.00 (2-hour minimum).  
This rate applies to calls after 6 PM, weekends, and holidays.

Holiday Closure:

We are closed during Thanksgiving and Christmas week annually.  
However, we guarantee at least one service during that time.  
Thank you for considering our services. If you have any further questions or need clarification, feel free to reach out.

COI's and W'9's can and will be provided upon request. Please email office@bigzpoolservice.com to obtain these documents. Insurance requests are then forwarded to our insurance rep. Ricci Insurance Group for preparation.

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Subtotal	1,080.00
Tax	0.00
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Estimate Total (USD)	\$1,080.00

Notes

Thank you for considering us for your pool service needs. This estimate is valid from 4/17/24 through 6/30/24. We have extended the length of the the validation date for this estimate which is typically valid for 30 days, as a construction worker/foreman on site while visiting to prepare this quote, stated he believes it would be June before the pool would be ready. If you have any questions or concerns, please email office@bigzpoolservice.com

Terms

Net 30: applies to cleaning service invoices only. All other invoices are subject to Net 10 terms and a 3% late fee on the total outstanding balance.

April 23, 2024

St Augustine Lakes  
c/o Vesta Property Services  
200 Business Park Circle, Suite 101  
St. Augustine, FL 32095

Sharon McShurley, LCAM  
[smcshurley@vestapropertyservices.com](mailto:smcshurley@vestapropertyservices.com)  
904-747-0181 Ext. 318

## COMMERCIAL POOL MAINTENANCE AGREEMENT

Check water quality and complete equivalent to DH Form 921 3/98 Swimming Pool Report as required by chapter 64E-9.004(13), FAC, per site visit.

Conduct tests for Free Available Chlorine, Combined Chlorine, Total Chlorine, pH, Acid Demand, Base Demand, Total Alkalinity, Calcium Hardness, Cyanuric Acid, Salinity and Temperature as needed to maintain water quality levels within requirements of Chapter 64E-9.004(d), maintain Saturation Index within +0.3 to -0.3 for proper water balance.

Operate filtration and recirculation system, cleaning when necessary. Maintain pool at proper water level. Check all valves for leaks, all bolts for snug fit, respond to variations in the sounds of electric motors, check GFCI for proper operation, clean strainers, maintain proper flow rate and equipment in clean condition.

Manually skim, brush, vacuum and clean tile as necessary.

All chemicals to perform the above maintenance, plus any chemicals required for special treatment of stains, metals sequestering, foam removal, oil removal, phosphate and nitrate removal, mustard algae treatment, and superchlorination shall be provided only by the service contractor, used as needed and invoiced. The Contractor shall be allowed to install supplemental chemical storage tanks in the equipment area as needed.

The Service Contractor shall not be responsible for any existing damage, black algae, stains or paver sand attached to the pool finish or deck finish; or equipment damage due to sump pump failure. Additional effort required due to vandalism or gale force (or stronger) winds or other natural storms are billable.

Maintenance shall be performed three (3) days per week April 15th through September 15th, two (2) days per week September 16th through April 14th. The pool may be closed on Mondays, in season, for superchlorination, if required, due to weekend bathing loads, as determined by the Contractor and approved by the Association Manager. The pool shall be closed during the time the service technician performs routine cleaning functions.

Advise the Association Manager of any repairs, cleaning, or replacement items required due to wear, tear, or vandalism. The pools and associated equipment shall be kept in proper working order in accordance with the Code. Such items shall be billed upon approval by the Association Manager.

Both parties agree that either party may terminate this agreement, or any person, upon thirty (30) days written notice, sent by regular mail, to the other party. Both parties agree that this is the sole and total agreement between them, and that no verbal or implied agreement shall be valid unless same has been written into this contract or any addendum hereto. No changes or alterations to this agreement shall be made unless both parties have agreed to same in written form properly executed.

MONTHLY FEE BASED UPON ANNUAL CONTRACT..... \$1,050.00

ACCEPTED FOR CONTRACTOR  
BY: Andrew Arsenault  
TITLE: President  
DATE: April 23, 2024

ACCEPTED FOR PURCHASER  
BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_





904.710.8161  
clayton@cbussenterprises.com  
www.cbussenterprises.com  
152 Lipizzan Trail  
Saint Augustine, FL 32095

April 25, 2024

Ms. Sharon McShurley, LCAM  
c/o Vesta Property Services  
200 Business Park Circle, Suite 101  
Saint Augustine, FL 32095

St. Augustine Lakes  
25 Old Bull Bay Ct.  
Saint Augustine, FL 32084  
smcshurley@vestapropertyservices.com

## **COMMERCIAL SWIMMING POOL MAINTENANCE CONTRACT**

### **MAINTENANCE COST:**

C. Buss Enterprises agrees to provide swimming pool maintenance for St. Augustine Lakes community pool for a total of **\$1300.00 per month**. **CHEMICALS INCLUDED.**  
Hourly Rate for repairs \$150. Extra Service Visits \$90. Code Brown \$225.

### **SCHEDULE:**

**Maintenance shall be performed three (3) days per week April 15th through September 15th, two (2) days per week September 16th through April 14th.** The pools shall be closed during the time the service technician performs routine cleaning functions. On Call: 24/7

### **SCOPE OF WORK:**

Check water quality and fill out log sheet as required by FL Code Chapter 64E-9 per visit.

Manually skim, brush, vacuum and clean tile as necessary.

Conduct tests for Free Available Chlorine, Combined Chlorine, Total Chlorine, pH, Acid Demand, Base Demand, Total Alkalinity, Calcium Hardness, Cyanuric Acid and Temperature as needed to maintain water quality levels within requirements of Chapter 64E-9.004(d), maintain Saturation Index within +0.3 to -0.3 for proper water balance.

Operate filtration and recirculation system, cleaning when necessary. Maintain pool at proper water level. Check all valves for leaks, all bolts for snug fit, respond to variations in the sounds of electric motors, check GFCI for proper operation, clean strainers, maintain proper flow rates, and equipment in clean condition.

### **TERMS:**

**All chemicals** to perform the above maintenance are included. Any chemicals required for special treatment of stains, metals sequestering, foam removal, oil removal, phosphate and nitrate removal, mustard and black algae treatment, and super chlorination **shall be provided only by the service contractor, used as needed and billed.**

The Service Contractor shall not be responsible for any existing damage or stains to the swimming pool or deck finish; or equipment damage due to sump pump failure.

Both parties agree that either party may terminate this agreement, or any person, upon thirty (30) days written notice, sent by regular mail, to the other party. Both parties agree that this is the sole and total agreement between them, and that no verbal or implied agreement shall be valid unless same has been written into this contract or any addendum hereto. No changes or alterations to this agreement shall be made unless both parties have agreed to same in written form properly executed.

Starting Date: \_\_\_\_\_

Contractor: *Clayton Buss*

Purchaser: \_\_\_\_\_

Title: President

Title: \_\_\_\_\_

Date: April 25, 2024

Date: \_\_\_\_\_

*B.*



**LENNAR®**

Landscape Maintenance Services Proposal  
*prepared for*

## **ST. AUGUSTINE LAKES - AMENITY CENTER ADDENDUM**

Not yet submitted







## LANDSCAPE MAINTENANCE

Your commercial landscape is a valuable investment and retaining that value ultimately comes down to excellent landscape maintenance.

The following is a summary of the proposed scope of services to be provided. It serves as an outline, detailing the Best Practices that our company has developed in order to ensure that we provide consistent landscape maintenance services to your property and meet all the contractual specifications of your landscape maintenance agreement.



## MOWING

- Schedule of mowing is determined by the type of turf being serviced and adjusted to coincide with seasonal growth rates to maintain a consistent, healthy appearance.
- Scheduled cuts missed due to inclement weather will be made up as soon as possible.
- Mower blades will be kept sharp at all times to prevent tearing of grass leaves.
- Turf growth regulators may be used to assist in maintaining a consistent and healthy appearance of the turf.
- Various mowing patterns, where applicable, will be employed to ensure the even distribution of clippings and to prevent ruts in the turf caused by mowers. Grass clippings will be left on the lawn to restore nutrients, unless excess clippings create an unsightly appearance.
- Turf will be cut to a desirable height with no more than 1/3 of the leaf blade removed during each mowing to enhance health and vigor.

## EDGING & TRIMMING

- Yellowstone Landscape will neatly edge and trim around all plant beds, curbs, streets, trees, buildings, etc. to maintain shape and configuration.
- Edging equipment will be equipped with manufacturer's guards to deflect hazardous debris. All walks will be blown after edging to maintain a clean, well-groomed appearance.
- All grass runners will be removed after edging to keep mulch areas free of weeds and encroaching grass. "Hard" edging, "soft" edging and string trimming will be performed in conjunction with turf mowing operations according to the frequencies laid out on the frequency page.
- Areas mutually agreed to be inaccessible to mowing machinery will be maintained with string trimmers or chemical means, as environmental conditions permit.





### DEBRIS REMOVAL

- Prior to mowing, each area will be patrolled for trash and other debris to reduce the risk of object propulsion and scattering, excluding areas concentrated with trash (e.g., dumpster zones, dock areas, and construction sites).
- Landscape debris generated on the property during landscape maintenance is the sole responsibility of Yellowstone Landscape, and will be removed no additional expense to the Client.

### FERTILIZER

- Turf grass will be fertilized, as appropriate, in accordance with type using a premium turf fertilizer containing minor elements.
- Various ratios of Nitrogen, Phosphorus, and Potassium (NPK) will be utilized for different growing seasons and environmental conditions. All sidewalks, roads, curbs, and patios will be swept clean of granular fertilizer after applications to minimize staining.

### INSECT, DISEASE, & WEED CONTROL

- Treatment of turf areas for damaging insect infestation or disease and weed control will be the responsibility of Yellowstone Landscape.
- All products will be applied as directed by the manufacturer's instructions and in accordance with all state and federal regulations.
- Yellowstone Landscape must possess and maintain an active certified Pest Control License issued through the local governing department responsible for issuing such licenses. Only trained applicators will apply agricultural chemicals.
- Access to a water source on the Client's property must be provided for use in spray applications.

## SHRUBS

- All pruning and thinning will be performed to retain the intended shape and function of plant material using proper horticultural techniques. Shrubs will be trimmed with a slight inward slope rising from the bottom of the plant to retain proper fullness of foliage at all levels.
- If shrubs are currently overgrown and require a "heavy prune" requiring more than 6" of debris to be removed and disposed of, Yellowstone will submit a one-time "heavy, correction prune" to get material back to a stage where it can be maintained.
- Plant growth regulators may be used to provide consistent and healthy appearance for certain varieties of plant material and ground covers.
- Clippings are to be removed by Yellowstone Landscape following pruning.

## TREE MAINTENANCE

- Canopies will be raised to a maximum height of 10 feet (Excluding palm trees which are pruned according to frequency page) or a maximum 2-inch caliper limb size to maintain the appropriate form of the tree and the appropriate clearance for pedestrians.
- If canopies are overgrown and require more than 4' of elevation to reach the contracted maintenance height, Yellowstone will submit a one-time proposal to reach that contracted height which can then be maintained.
- Palm Trees will have only brown or broken fronds removed at time of pruning.
- Yellowstone Landscape will maintain staking and guying of new trees. Re-staking of trees due to extreme weather is provided as a separate, billable service.

## FERTILIZATION

- Shrubs and ground cover will be fertilized with a recommended analysis containing a balanced minor nutrient package with a minimum 50% slow-release Nitrogen source product. Fertilization typically occurs in spring and fall, according to environmental conditions.
- Ornamental and Shade Trees will be fertilized utilizing a balanced tree fertilizer at recommended rates according to size.
- Palm Trees will be fertilized utilizing a balanced palm tree fertilizer at recommended rates according to size.

## INSECT, DISEASE, & WEED CONTROL

- Plants will be treated chemically as needed to effectively control insect infestation and disease as environmental and horticultural conditions permit. In extraordinary cases where disease or pests resist standard chemical treatments, Yellowstone Landscape will offer suggestions regarding the best course of action.
- Open ground in plant beds will be treated by manual or chemical means to control weed pressure as environmental, horticultural, and weather conditions permit.
- Yellowstone Landscape will maintain a log listing all applications and will have MSDS sheets available for each product used on the Client's property.
- The Client must provide access to a suitable water source on their property for use by Yellowstone Landscape in spray applications





### EDGING & TRIMMING

- Groundcovers will be confined to plant bed areas by manual or chemical means as environmental conditions permit.
- “Weedeating” type edging will not be used around trees.

### IRRIGATION SYSTEM SPECIFICATIONS

- Irrigation inspections include inspection of sprinkler heads, timer mechanism, and each zone. In addition, the system will be inspected visually for hot spots and line breaks with each additional visit to the property.
- Irrigation rotors and spray nozzles will be kept free of grass and other plant material to ensure proper performance.
- Minor nozzle adjustments and cleaning and timer adjustments will be performed with no additional charge.
- Yellowstone Landscape will promptly inform the client of any system malfunction or deficiencies.
- Repairs for items such as head replacement, broken lines, pumps or timers will be performed upon the client's approval and billed accordingly.
- Any damage caused by Yellowstone Landscape personnel shall be repaired promptly at no cost to the Client.

### ANNUAL FLOWERS

- Annual flower beds will be serviced to remove flowers that are fading or dead (“deadheading”) to prolong blooming time and to improve the general appearance of the plant.
- All soils are to be roto-tilled after removing and prior to installing new flowers.
- “Flower Saver Plus®” (or comparable product) containing beneficial soil micro-organisms and rich organic soil nutrients, will be incorporated in the annual flower planting soil at the time of each flower change.
- Supplemental top-dressing with a controlled-release fertilizer and/or soluble liquid fertilizer will be applied to enhance flowering and plant vigor.



- Yellowstone Landscape will provide extra services, special services and/or landscape enhancements over and above the specifications of landscape maintenance agreement at an additional charge with written approval from an authorized management representative of the Client.
- Property inspections will be conducted regularly by an authorized Yellowstone Landscape representative. Yellowstone Landscape will document and correct any landscape maintenance deficiencies identified within one week, or provide a status update for work requiring a longer period to accomplish.
- Yellowstone Landscape will provide the Client with a contact list for use in case of emergencies and will have personnel on call after regular business hours to respond accordingly.







- Yellowstone Landscape will provide all labor, transportation and supervision necessary to perform the work described herein.
- Field personnel will be equipped with all necessary supplies, tools, parts and equipment and trained to perform work in a safe manner.
- Personnel will be licensed for all applicable maintenance functions, including any pesticide or supplemental nutrient applications, as required by law.
- Yellowstone Landscape service vehicles will be well maintained and clean in appearance. Vehicles must be properly licensed and tagged, and operated only by licensed personnel.
- All Yellowstone Landscape vehicles must operate in a safe and courteous manner while on the Client's property. Pedestrians have the right-of-way and service vehicles are expected to yield.
- All trailers, storage facilities, and maintenance equipment must be in good condition and present a clean and neat appearance.
- Tools and equipment must be properly suited for their purpose and used in a safe manner, utilizing the appropriate safety gear at all times.



## The International Society of Arboriculture

Hereby Announces That

*Garner Cox*

Has Earned the Credential

### ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

14 March 2020

30 June 2023

UT-4642A

Issue Date

Expiration Date

Certification Number



## The International Society of Arboriculture

Hereby Announces That

*Garner Cox*

Has Earned the Credential

### ISA Tree Risk Assessment Qualification®

By successfully meeting ISA Tree Risk Assessment Qualification certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

*Caitlyn Pollihan*

Caitlyn Pollihan  
CEO & Executive Director

25 March 2022

25 March 2027

Issue Date

Expiration Date







**YELLOWSTONE**  
LANDSCAPE

State of



Florida

Department of Agriculture and Consumer Services  
Bureau of Licensing and Enforcement

**CERTIFIED PEST CONTROL OPERATOR**

Number: JF279914

KYLE JORDAN SToudenMIRE

*This is to Certify that the individual named above is a Certified Pest Control Operator and is privileged to practice*

*Lawn and Ornamental*

*in conformity with an Act of the Legislature of the State of Florida regulating the  
practice of Pest Control and imposing penalties for violations.*



*In Testimony Whereof, Witness this  
signature at Tallahassee, Florida on December 18, 2018*

*Sarah R. Oglesby*  
Chief, Bureau of Licensing and Enforcement

*Adam H. Putnam*  
Adam H. Putnam  
Commissioner of Agriculture

FDACS 13618. 06/01



**The Florida Nursery, Growers & Landscape Association**  
*Confers on*

**Bradley Poor**  
**H9357303**

*The Title of*  
**FNGLA Certified Horticulture Professional (FCHP)**

Expiration Date: 03/31/2026  
Certified Since: 1/25/2023



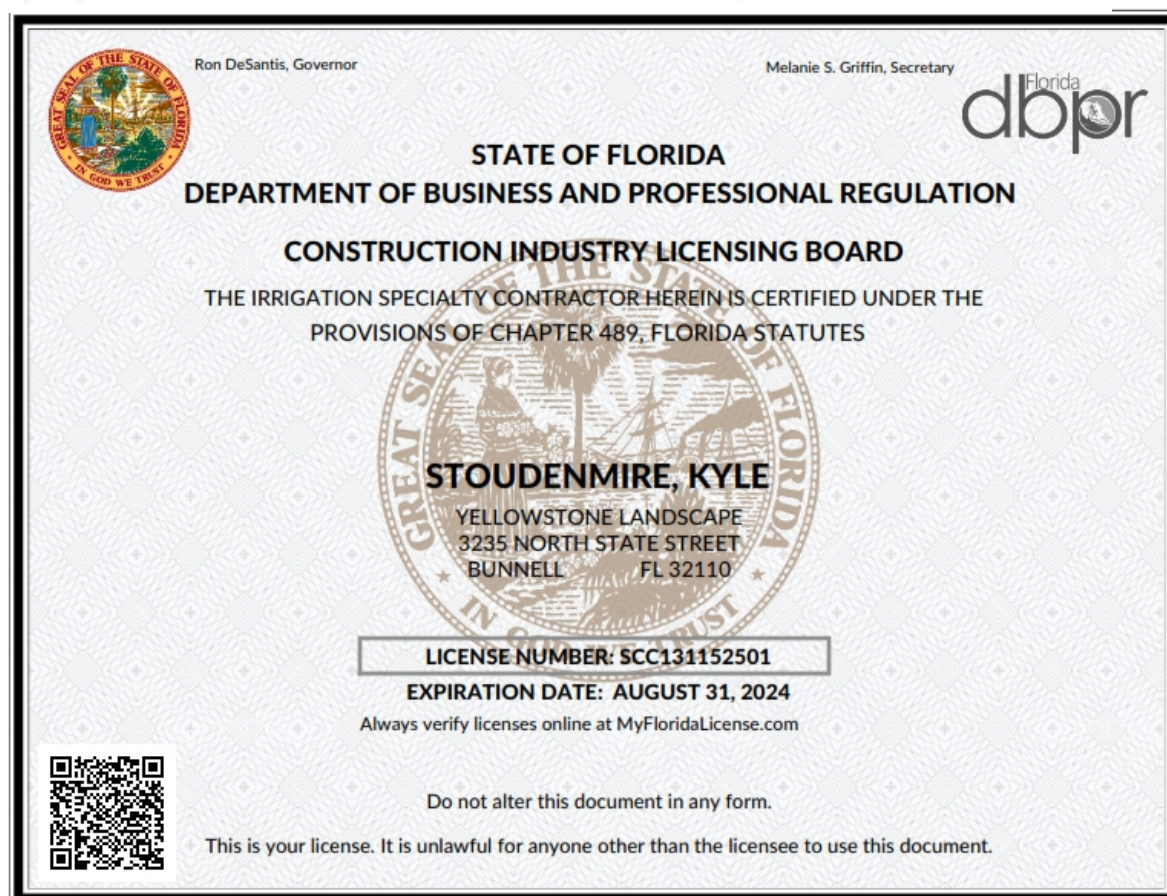
Eric Smith, FNGLA President



Merry Mott, FNGLA Certification Director



**YELLOWSTONE**  
LANDSCAPE









# CERTIFICATE OF LIABILITY INSURANCE

4/1/2023

DATE (MM/DD/YYYY)

7/5/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Lockton Companies 3280 Peachtree Road NE, Suite #250 Atlanta GA 30305 (404) 460-3600	<b>CONTACT NAME:</b>	<b>FAX (A/C, No):</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>E-MAIL ADDRESS:</b>	
<b>INSURED</b> 1472881 Yellowstone Landscape, Inc. and all Subsidiaries See Attached List 3235 N State Street P.O. Box 849 Bunnell FL 32110	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A : Safety National Casualty Corporation</b>		15105
	<b>INSURER B : ACE Property &amp; Casualty Insurance Co</b>		20699
	<b>INSURER C :</b>		
	<b>INSURER D :</b>		
	<b>INSURER E :</b>		
<b>INSURER F :</b>			

**COVERAGES** Main NI COI's **CERTIFICATE NUMBER:** 18692274 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Pesticide & Herbicide <input checked="" type="checkbox"/> SIR: \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	N	N	GL6676218	4/1/2022	4/1/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	CA6676217	4/1/2022	4/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	N	N	XOOG72569647	4/1/2022	4/1/2023	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	LDS4066360	4/1/2022	4/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
REF: Yellowstone Landscape, Inc

**CERTIFICATE HOLDER**

18692274  
Evidence of Coverage

**CANCELLATION** See Attachments

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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**EXHIBIT "B"**  
**PERFORMANCE STANDARDS**

**ST. AUGUSTINE LAKES - AMENITY CENTER ADDENDUM**

Managing the needs of your unique landscape requires careful planning and attention to detail. Our experienced professionals use their extensive training and state-of-the-art equipment to ensure the health and sustainability of your living investment. Should you ever have additional needs, questions or concerns, please ask us.

Geographic location and climate play a major role in the timing of our service delivery; schedules are adjusted to coincide with seasonal growth rates in order to maintain a consistent, healthy appearance. Services missed due to inclement weather will be made up as soon as possible. The following table summarizes our planned visits for completing each of the services performed on your property:

SERVICE		VISITS
Maintenance Visits		51
Mowing		42
Detailing		12 - 1x per month
Ornamental Grass Cutbacks		1
IPM - Fertilization & Pest Control	Turf - 6 blanket and spot treatments as needed Shrubs/Trees - 2 blanket and spot treatments as needed	
Irrigation Inspections		12
Mulch		1
Annual Flowers		Per Request
Tree Pruning	Up to 10ft above grade - above 10ft will be proposed	
Palm Pruning		1



# YOUR INVESTMENT

CORE MAINTENANCE SERVICES	PRICE
<b>Mowing and Detailing</b> Includes Mowing, Edging, String Trimming, Shrub/Tree Pruning, Weeding, & Cleanup	\$25,500
<b>Integrated Pest Management</b> Includes Chemical and Fertilization Applications	\$1,920
<b>Irrigation Inspections</b> Includes Standard Irrigation Reports	\$1,080
<b>Mulch Application</b> Estimated 60 Yards	\$3,300
<b>ANNUAL GRAND TOTAL</b>	<b>\$31,800</b>

ADDITIONAL SERVICES (NOT INCLUDED IN ANNUAL GRAND TOTAL)	PRICE
Wild Earth Topdressing - Per Square Foot	\$0.22

ANNUAL GRAND TOTAL	\$31,800.00
MONTHLY GRAND TOTAL	\$2,650.00

CLIENT NAME:	St. Augustine Lakes CDD
PROPERTY CONTACT:	Tiffany Csalovski
PROPERTY CONTACT EMAIL:	tiffany.csalovszki@lennar.com
CONTRACT EFFECTIVE DATE:	5/1/2024
CONTRACT EXPIRATION DATE:	4/30/2025
INITIAL TERM:	One Year
PROPERTY NAME:	St. Augustine Lakes - Amenity Center Addendum
PROPERTY ADDRESS:	Yulee, FL 32097
CONTRACTOR:	Yellowstone Landscape, PO Box 849, Bunnell, FL 32110
YELLOWSTONE CONTACT:	Business Development Manager
YELLOWSTONE CONTACT EMAIL:	bpoor@yellowstonelandscape.com
YELLOWSTONE CONTACT PHONE:	9047607860
YELLOWSTONE SCOPE OF SERVICES:	The Client agrees to engage Yellowstone Landscape to provide the services and work as described.

# AGREEMENT

**COMPENSATION SCHEDULE:**

The Client agrees to pay Yellowstone Landscape **\$31,800.00** annually, in equal monthly installments billed in the amount of **\$2,650.00** upon receipt of invoice.

Charges will increase at the commencement of each additional automatic twelve (12) month renewal term per the Agreement Renewal section on the following page of this agreement. The TERMS AND CONDITIONS following and the EXHIBITS attached hereto constitute part of this agreement.

**Presented by:** Yellowstone Landscape

**Accepted by:**



**Printed Name:** Christopher Adornetti, Officer  
**Date:** Not yet accepted

**Printed Name:**  
**Date:**



## TERMS & CONDITIONS

**Entire Agreement:** This Landscape Management Agreement contains the entire agreement between the Parties and supersedes all prior and contemporaneous negotiations, promises, understandings, commitments, proposals, or agreements, whether oral or written on the subject matter addressed herein. This Agreement may only be modified or amended by a writing signed by authorized representatives of both Parties.

**Acceptance of Agreement:** The Agreement constitutes Yellowstone Landscape (hereafter referred to as "Yellowstone") offer to Client and shall become a binding contract upon acceptance by Client's signature on this Agreement and/or instruction to perform the Services by Client's authorized representative. The Parties agree that the provisions of the Agreement shall control and govern over any contract terms and/or Purchase Orders generated by Client and that such documentation may be issued by Client to, and accepted by, Yellowstone without altering the terms hereof.

**Price, Quality, and Working Conditions:** The amounts in the "Compensation Schedule" include all labor, materials, insurance, equipment, and supervision for the performance of the specified Services in the attached exhibits. All materials supplied as part of this agreement are guaranteed to be as specified and all work shall be completed in a workmanlike manner according to standard landscape maintenance practices ("Warranty"). Unless otherwise stated in writing Yellowstone shall have the right to rely on the contents of all documents provided by Client and/or its agents, including Plans, Specifications, and test results, without independent verification and analysis by Yellowstone. Client agrees that Yellowstone is not an insurer or guarantor of the appropriateness of any landscape design provided by others, or of the long term viability of plant material utilized within that specified landscape design or of the site constraints (including watering restrictions) under which Yellowstone is required to perform its Services.

**Assignment:** Neither Client nor Yellowstone may assign this Agreement or transfer any right, interest, obligation, claim, or relief under this Agreement without the prior written consent of the other party. Client acknowledges that Yellowstone may subcontract portions of the Work to specialty subcontractors.

**Relationship of Parties:** The legal relationship of Yellowstone to Client with respect to the Services shall be that of an independent contractor, not an agent or employee. Yellowstone is responsible for its own withholding taxes, social security taxes, unemployment taxes, licenses, and insurance pertaining to its employees or operations. If applicable, Yellowstone agrees to pay all sales taxes on materials supplied.

**Agreement Renewal:** Unless Client notifies Yellowstone regarding its intent to terminate Services prior to expiration of the "Initial Term", this Agreement will renew automatically for an additional twelve (12) month term and will continue to renew at the end of each successive twelve (12) month unless canceled by either party in accordance with the "Termination" provision or by either party with written notice of not less than 30 days prior to the end of the "Initial Term" or any automatic term(s). Charges will increase by 3.0% at the commencement of each additional automatic twelve (12) month renewal term.

**Payment Terms:** Billing for Services occurs in advance at the first of each month in accordance with the "Compensation Schedule" on the preceding page of this agreement. Payment for Service(s) is due upon receipt of monthly invoices. The Parties contractually agree that interest on all past due amounts shall accrue at the maximum allowable rate provided by law per month, beginning on the first day following the month in which the invoice was received. This Agreement constitutes a contract of indebtedness. Our preferred payment method is ACH transfer. If Client chooses to pay by check or money order, payments should be mailed to the address indicated on the invoice.

**Termination:** Client shall have the right to terminate this Agreement at anytime with 30 day written notice. In the event of a termination, Client shall notify Yellowstone of the termination date in writing and pay Yellowstone for all Services performed to the effective date of termination.

**Default:** In the event that Client breaches its obligations under this Agreement to permit and cooperate with Yellowstone's performance of its duties or Client fails to make payment for any Services within 30 days of receipt of Yellowstone's invoice, Yellowstone may, but shall not be obligated to, suspend Services until the breach is cured and/or until all arrearages have been paid in full. This Agreement will terminate automatically and without notice upon the insolvency of, or upon the filing of a bankruptcy petition by or against Client.

**Claims:** Yellowstone's responsibility with regard to Services not meeting the "Warranty" shall be limited, at the sole choice of Yellowstone, to the re-performance of those defective Services and replacement of those defective materials without charge during the ninety (90) day period following completion of the defective Services or provision of defective materials, or a credit to Client's account of the compensation paid by Client for the portion of such Services determined to be defective. If the attached exhibit(s) expressly provide for a longer "Warranty" period, that "Warranty" period shall apply. The Parties shall endeavor in good faith to resolve any such Claim within 30 days, failing which all claims, counterclaims, disputes, and other matters in question between Client and Yellowstone arising out of or relating to this Agreement or the breach thereof may be decided by the dispute resolution process identified below. Each Party will bear its own costs, including attorneys' fees; however, the prevailing party shall have the right to collect reasonable costs and attorneys fees for enforcing this agreement as allowable by applicable law.

**Jurisdiction:** By entering into this Agreement and unless otherwise agreed the parties agree that the courts of the State of Florida, or the courts of the United States located in the Middle District of the State of Florida, shall have the sole and exclusive jurisdiction to entertain any action between the parties hereto and the parties hereto waive any and all objections to venue being in the state courts located in Flagler County (and agree that the sole venue for such challenges shall be Flagler County) or the Middle District of Florida, if federal jurisdiction is appropriate. Should the parties not agree on the State of Florida as the appropriate jurisdiction for legal challenges, the parties agree the state in which the job site is located will be designated as the appropriate legal jurisdiction for all legal disputes and challenges to the contract or the work related thereto.

**Insurance:** Yellowstone shall secure and maintain, throughout the performance of Services under this Agreement, General Liability, Employers Liability, Auto Liability & Umbrella Liability coverage, as specified herein:

- a. Worker's Compensation Insurance with statutory limits;
- b. Employer's Liability Insurance with limits of not less than \$1,000,000;
- c. Commercial General Liability Insurance with combined single limits of not less than \$1,000,000 per occurrence/\$2,000,000 annual aggregate;
- d. Comprehensive Automobile Liability Insurance, including owned, non-owned, and hired vehicles, with combined single limits of not less than \$1,000,000.
- e. Umbrella Coverage \$10,000,000 per occurrence/\$10,000,000 annual aggregate

If required in writing by Client, Yellowstone shall furnish Certificates of Insurance verifying such insurance and Yellowstone agrees to provide written notice to Client at least thirty (30) days prior to any cancellation, non-renewal, or material modification of the policies. When requested by Client, the original insurance policies required of Yellowstone will be made available for review.

**Licenses:** Yellowstone shall maintain all applicable licenses and permits within the cities, counties, and states of operation.

**Indemnification for Third Party Claims:** Yellowstone agrees to indemnify, defend, and hold harmless Client from and against any and all claims, losses, liabilities, judgments, costs and expenses, and damages and injuries to third parties ("Claims") arising out of or caused by the negligent act, error, omission or intentional wrongdoing of Yellowstone, its subcontractors or their respective agents, employees or representatives which arise from the performance of the Services or otherwise while present on the Property for the purpose of rendering Services pursuant to this Agreement. Client agrees to indemnify and hold harmless Yellowstone against any Claims based in whole or in part by the conduct or actions of Client. The indemnity rights and obligations identified in this Agreement shall be and are the only indemnity rights and obligations between the Parties, in law or equity, arising out of or related to Yellowstone's Services under this Agreement or any claims asserted in relation thereto.

**Limitation of Liability:** Except for the indemnification provision applicable to claims by third parties against Client, Yellowstone's total and cumulative liability to Client for any and all claims, losses, costs, expenses and damages, whether in contract, tort or any other theory of recovery, shall in no event exceed the amount Client has paid to Yellowstone for Services under this Agreement during the calendar year in which the claim first occurred. In no event shall Yellowstone be liable for incidental, consequential, special or punitive damages. Yellowstone shall not be responsible for any damage to structures, including, but not limited to, foundations, fences, siding, light poles, decks, signage, air conditioning units, lamp posts, curbs, or similar structures that do not have a minimum buffer of mulch, planting bed space, or other barren or unmaintained area of sufficient size to offer protection to such structures from damage from mowers, weed-trimming lines, or other maintenance equipment (if not otherwise specified and agreed, a minimum of 8 inches). Likewise, Yellowstone will not be responsible for any damage to any cables, wires, irrigation components, or similar items not buried to specification in the event they are damaged during the performance of the Services.

**Indirect Damages:** Neither Party shall be responsible to the other or to any third party for any economic, consequential, incidental, or punitive damages (including but not limited to loss of use, income, profits, financing, or loss of reputation) arising out of or relating to this Service Agreement or the performance of the Services.

**Excusable Delays and Risk of Loss:** Yellowstone shall not be in breach of this Agreement nor liable for damages due to (i) delays, (ii) failure to perform any obligation under this Agreement, or (iii) losses caused or attributable, in whole or in part, to circumstances beyond its reasonable control, including but not limited to: drought conditions, acts of God, governmental restrictions or requirements, severe or unusual weather, natural catastrophes, vandalism or acts of third persons. Client assumes the full risk of loss attributable to all such occurrences, including but not limited to, the repair or replacement of landscaping and payment to Yellowstone of all amounts provided in this Agreement, notwithstanding that Yellowstone may not have been able to provide all or any of its Services during such occurrences or until the premises described under this Agreement has been restored to its pre-occurrence condition.

**Watering Restrictions and Drought Conditions:** Should the Property be located in an area which is or becomes subject to governmental restrictions on water usage and/or watering times applicable to the Services Yellowstone will comply with such governmental restrictions which may then impact the performance, viability, and/or looks of plant materials and, as such, shall be deemed circumstances beyond its reasonable control.

**Warranty:** Yellowstone's warranties shall not be in effect in the event of misuse, abuse or negligence by Client or any party affiliated with same. Additionally, Yellowstone's warranties shall not be in effect in the event of freeze, flood, fire and/or any other acts of God.

**Nonwaiver:** No delay or omission by Yellowstone in exercising any right under this Agreement, and no partial exercise of any right under this Agreement, shall operate as a waiver of such right or of any other right under this Agreement as provided for by law or equity. No purported waiver of any right shall be effective unless in writing signed by an authorized representative of Yellowstone and no waiver on one occasion shall be construed as a bar to or waiver of any such right on any other occasion. All rights of Yellowstone under this Agreement, at law or in equity, are cumulative and the exercise of one shall not be construed as a bar to or waiver of any other.

**Construction:** The rule of adverse construction shall not apply. No provision of this Agreement is to be interpreted for or against any Party because that Party or that Party's legal representative drafted the provision. In the event any provision of the Agreement is deemed invalid or unenforceable, the remaining provisions shall continue in full force and effect, and the invalid or unenforceable provision shall be interpreted and enforced as closely as possible to the intent of the Parties as expressed herein.

**Change in Law:** This Agreement is based on the laws and regulations existing at the date of execution. In the event that a governmental authority enacts laws or modifies regulations in a manner that increases Yellowstone's costs associated with providing the services under this Agreement, Yellowstone reserves the right to notify Client in writing of such material cost increase and to adjust pricing accordingly as of the effective date of such cost increase. Yellowstone must submit clear documentation supporting the cost increase and can only increase pricing to the extent of actual costs incurred.



**YELLOWSTONE**  
LANDSCAPE

*Excellence*  
IN COMMERCIAL LANDSCAPING

**THANK YOU FOR YOUR TRUST**

We look forward to working with you!

---

**YELLOWSTONELANDSCAPE.COM**

## *SEVENTH ORDER OF BUSINESS*



*C.*



April 26, 2024

St. Augustine Lakes Community Development District  
Attn: Sarah Sweeting, Recording Secretary  
475 West Town Place, Ste. 114  
St. Augustine, FL 32092

Dear Ms. Sweeting:

In response to your request regarding Section 190.006(3)(a)(2)(d), Florida Statutes, the following information is applicable for:

St. Augustine Lakes CDD

218 registered voters in St. Johns County

This number is based on the streets within the legal description on file with this office as of April 15, 2024.

Please contact us if we may be of further assistance.

Sincerely,

A handwritten signature in blue ink that reads "Vicky C. Oakes". The signature is fluid and cursive, with the first name "Vicky" being more prominent.

Vicky C. Oakes  
Supervisor of Elections

VO/db

## *TENTH ORDER OF BUSINESS*

***St. Augustine Lakes***  
***Community Development District***

***Unaudited Financial Reporting***  
***March 31, 2024***



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5	<u>Capital Project Fund Series 2022</u>
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8	<u>Long Term Debt Report</u>
9	<u>Assessment Receipt Schedule</u>

**St. Augustine Lakes**  
**Community Development District**  
**Combined Balance Sheet**  
**March 31, 2024**

	General Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 124,178	\$ -	\$ -	\$ -	\$ 124,178
Accounts Receivable	-	-	-	-	-
Assessments Receivable	-	-	-	-	-
Due from General Fund	-	2,317	-	-	2,317
<b>Investments:</b>					
State Board of Administration (SBA)	251,249	-	-	-	251,249
<b>Series 2022</b>					
Reserve	-	240,851	-	-	240,851
Interest	-	238	-	-	238
Revenue	-	413,100	-	-	413,100
Construction	-	-	-	23,712	23,712
Prepaid Expenses	1,000	-	-	-	1,000
Deposits	417	-	-	-	417
<b>Total Assets</b>	<b>\$ 376,844</b>	<b>\$ 656,505</b>	<b>\$ -</b>	<b>\$ 23,712</b>	<b>\$ 1,057,061</b>
<b>Liabilities:</b>					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts FICA Payable	-	-	-	-	-
Due to Debt Service	2,317	-	-	-	2,317
<b>Total Liabilities</b>	<b>\$ 2,317</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,317</b>
<b>Fund Balance:</b>					
Nonspendable:					
Prepaid Items	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
Deposits	417	-	-	-	417
Restricted for:					
Debt Service	-	656,505	-	-	656,505
Capital Project	-	-	-	23,712	23,712
Assigned for:					
Capital Reserve Fund	-	-	-	-	-
Capital Reserves	-	-	-	-	-
Unassigned	373,110	-	-	-	373,110
<b>Total Fund Balances</b>	<b>\$ 374,527</b>	<b>\$ 656,505</b>	<b>\$ -</b>	<b>\$ 23,712</b>	<b>\$ 1,054,745</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 376,844</b>	<b>\$ 656,505</b>	<b>\$ -</b>	<b>\$ 23,712</b>	<b>\$ 1,057,061</b>

**St. Augustine Lakes**  
**Community Development District**

**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 123,643	\$ 123,643	\$ 124,106	\$ 463
Special Assessments -Direct	195,581	146,686	146,686	-
Interest Income	-	-	1,249	1,249
<b>Total Revenues</b>	<b>\$ 319,224</b>	<b>\$ 270,328</b>	<b>\$ 272,040</b>	<b>\$ 1,712</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisor Fees	\$ 12,000	\$ 6,000	\$ 2,400	\$ 3,600
PR-FICA	918	459	184	275
Engineering	9,000	4,500	2,073	2,428
Attorney	18,750	9,375	1,778	7,597
Annual Audit	3,110	-	-	-
Assessment Administration	2,500	2,500	2,500	-
Arbitrage Rebate	600	450	450	-
Dissemination Agent	2,500	1,250	1,250	-
Trustee Fees	4,000	4,000	5,250	(1,250)
Management Fees	50,085	25,043	25,043	-
Information Technology	1,908	954	954	-
Website Maintenance	1,272	636	636	-
Telephone	375	188	18	170
Postage & Delivery	750	375	67	308
Insurance General Liability	5,000	5,000	7,009	(2,009)
Printing & Binding	1,200	600	105	495
Legal Advertising	3,431	1,716	65	1,650
Other Current Charges	1,200	600	-	600
Office Supplies	450	225	1	224
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 119,224</b>	<b>\$ 64,044</b>	<b>\$ 49,957</b>	<b>\$ 14,087</b>

**St. Augustine Lakes**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Grounds Maintenance</b>				
Field Mgmt / Admin	\$ 18,000	\$ 9,000	\$ 9,000	\$ -
Landscape Maintenance	81,250	40,625	37,158	3,468
Lake Maintenance	12,000	6,000	7,428	(1,428)
Wetland Mitigation	13,000	6,500	-	6,500
Grounds Maintenance	10,000	5,000	-	5,000
Reclaim Water	12,000	6,000	-	6,000
Electric	10,000	5,000	3,047	1,953
Miscellaneous	6,000	3,000	-	3,000
Holiday Decorations	15,000	2,300	2,300	-
Capital Reserve	22,750	-	-	-
<b>Subtotal Grounds Maintenance</b>	<b>\$ 200,000</b>	<b>\$ 83,425</b>	<b>\$ 58,933</b>	<b>\$ 24,492</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 200,000</b>	<b>\$ 83,425</b>	<b>\$ 58,933</b>	<b>\$ 24,492</b>
<b>Total Expenditures</b>	<b>\$ 319,224</b>	<b>\$ 147,469</b>	<b>\$ 108,890</b>	<b>\$ 38,580</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 122,859</b>	<b>\$ 163,151</b>	<b>\$ 40,292</b>
<b><i>Other Financing Sources/(Uses):</i></b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 122,859</b>	<b>\$ 163,151</b>	<b>\$ 40,292</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 211,377</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 374,527</b>	



**St. Augustine Lakes**  
**Community Development District**

**Debt Service Fund Series 2022**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**

**For The Period Ending March 31, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 185,930	\$ 185,930	\$ 186,822	\$ 892
Special Assessments -Direct Bill	294,110	220,583	220,583	
Interest Income	6,007	3,003	8,719	5,715
<b>Total Revenues</b>	<b>\$ 486,047</b>	<b>\$ 409,516</b>	<b>\$ 416,124</b>	<b>\$ 6,607</b>
<b>Expenditures:</b>				
Interest -12/15	\$ 190,197	\$ 190,197	190,197	\$ -
Interest - 6/15	190,197	-	-	-
Principal - 6/15	100,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 480,394</b>	<b>\$ 190,197</b>	<b>\$ 190,197</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 5,654</b>	<b>\$ 219,320</b>	<b>\$ 225,927</b>	<b>\$ 6,607</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	(7,983)	\$ (7,983)
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (7,983)</b>	<b>\$ (7,983)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 5,654</b>	<b>\$ 219,320</b>	<b>\$ 217,943</b>	<b>\$ (1,376)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 197,008</b>		<b>\$ 438,562</b>	
<b>Fund Balance - Ending</b>	<b>\$ 202,661</b>		<b>\$ 656,505</b>	

**St. Augustine Lakes**  
**Community Development District**  
**Capital Projects Fund Series 2022**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues</b>				
Interest Income	\$ -	\$ -	\$ 125,106	\$ 125,106
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 125,106</b>	<b>\$ 125,106</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ 6,488,461	\$ (6,488,461)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,488,461</b>	<b>\$ (6,488,461)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (6,363,355)</b>	<b>\$ (6,363,355)</b>
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ 7,983	\$ 7,983
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,983</b>	<b>\$ 7,983</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>		<b>\$ (6,355,372)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 6,379,083</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 23,712</b>	

**St. Augustine Lakes**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Special Assessments - Tax Roll	\$ -	\$ 750	\$ 113,996	\$ 7,821	\$ -	\$ 1,539	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	124,106
Special Assessments -Direct	-	-	97,790	20,982	27,913	-	-	-	-	-	-	-	146,686
Interest Income	-	-	-	-	76	1,173	-	-	-	-	-	-	1,249
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 750</b>	<b>\$ 211,786</b>	<b>\$ 28,803</b>	<b>\$ 27,989</b>	<b>\$ 2,712</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>272,040</b>
<b>Expenditures:</b>													
<b><u>General &amp; Administrative:</u></b>													
Supervisor Fees	\$ -	\$ 1,000	\$ -	\$ 800	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,400
PR-FICA	-	77	-	61	-	46	-	-	-	-	-	-	184
Engineering	-	513	615	310	635	-	-	-	-	-	-	-	2,073
Attorney	209	764	433	373	-	-	-	-	-	-	-	-	1,778
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	2,500	-	-	-	-	-	-	-	-	-	-	-	2,500
Arbitrage Rebate	-	-	-	450	-	-	-	-	-	-	-	-	450
Dissemination Agent	208	208	208	208	208	208	-	-	-	-	-	-	1,250
Trustee Fees	-	-	5,250	-	-	-	-	-	-	-	-	-	5,250
Management Fees	4,174	4,174	4,174	4,174	4,174	4,174	-	-	-	-	-	-	25,043
Information Technology	159	159	159	159	159	159	-	-	-	-	-	-	954
Website Maintenance	106	106	106	106	106	106	-	-	-	-	-	-	636
Telephone	5	4	-	6	-	4	-	-	-	-	-	-	18
Postage & Delivery	24	30	2	3	4	4	-	-	-	-	-	-	67
Insurance General Liability	7,009	-	-	-	-	-	-	-	-	-	-	-	7,009
Printing & Binding	17	24	5	3	29	27	-	-	-	-	-	-	105
Legal Advertising	-	-	-	-	65	-	-	-	-	-	-	-	65
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	0	0	0	0	0	0	-	-	-	-	-	-	1
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 14,585</b>	<b>\$ 7,058</b>	<b>\$ 10,952</b>	<b>\$ 6,653</b>	<b>\$ 5,381</b>	<b>\$ 5,329</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>49,957</b>

**St. Augustine Lakes**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b><u>Operations &amp; Maintenance</u></b>													
<b>Amenity Center Expenditures</b>													
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Facility Management	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Chemicals	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Permits	-	-	-	-	-	-	-	-	-	-	-	-	-
Janitorial	-	-	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance - Property	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal Amenity Center Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Grounds Maintenance</b>													
Field Mgmt / Admin	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,000
Landscape Maintenance	5,938	5,938	5,938	5,938	7,470	5,938	-	-	-	-	-	-	37,158
Lake Maintenance	1,238	1,238	1,238	1,238	1,238	1,238	-	-	-	-	-	-	7,428
Wetland Mitigation	-	-	-	-	-	-	-	-	-	-	-	-	-
Grounds Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Reclaim Water	-	-	-	-	-	-	-	-	-	-	-	-	-
Electric	203	2,100	166	177	184	218	-	-	-	-	-	-	3,047
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Decorations	-	-	2,300	-	-	-	-	-	-	-	-	-	2,300
Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal Grounds Maintenance</b>	<b>\$ 8,878</b>	<b>\$ 10,776</b>	<b>\$ 11,141</b>	<b>\$ 8,852</b>	<b>\$ 10,392</b>	<b>\$ 8,893</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>58,933</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 8,878</b>	<b>\$ 10,776</b>	<b>\$ 11,141</b>	<b>\$ 8,852</b>	<b>\$ 10,392</b>	<b>\$ 8,893</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>58,933</b>
<b>Total Expenditures</b>	<b>\$ 23,463</b>	<b>\$ 17,833</b>	<b>\$ 22,093</b>	<b>\$ 15,505</b>	<b>\$ 15,773</b>	<b>\$ 14,222</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>108,890</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (23,463)</b>	<b>\$ (17,083)</b>	<b>\$ 189,693</b>	<b>\$ 13,298</b>	<b>\$ 12,216</b>	<b>\$ (11,510)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>163,151</b>
<b>Other Financing Sources/Uses:</b>													
Transfer In/(Out)	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>\$ (23,463)</b>	<b>\$ (17,083)</b>	<b>\$ 189,693</b>	<b>\$ 13,298</b>	<b>\$ 12,216</b>	<b>\$ (11,510)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>163,151</b>

**St. Augustine Lakes**  
**Community Development District**  
**Long Term Debt Report**

Series 2022, Special Assessment Revenue Refunding Bonds	
Interest Rate:	4.7-5.5%
Maturity Date:	6/15/2053
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement:	\$240,020
Reserve Fund Balance	240,851
Bonds Outstanding -	\$7,070,000
<b>Current Bonds Outstanding</b>	<b>\$7,070,000</b>

**ST AUGUSTINE LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2024 Assessments Receipts Summary**

ASSESSED	# O&M UNITS ASSESSED	SERIES 2022 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
LENNAR	149	167,902.14	111,653.46	279,555.60
AG ESSENTIAL	112	126,208.32	83,927.44	210,135.76
<b>TOTAL DIRECT INVOICES (1)</b>	<b>261</b>	<b>294,110.46</b>	<b>195,580.90</b>	<b>489,691.36</b>
<b>ASSESSED REVENUE TAX ROLL</b>	<b>165</b>	<b>186,120.00</b>	<b>123,639.52</b>	<b>309,759.52</b>
<b>TOTAL NET ASSESSMENTS</b>	<b>426</b>	<b>480,230.46</b>	<b>319,220.42</b>	<b>799,450.88</b>

DUE/RECEIVED	BALANCE DUE	SERIES 2022 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
LENNAR	69,888.89	125,926.61	83,740.10	209,666.71
AG ESSENTIAL	52,533.94	94,656.24	62,945.58	157,601.82
<b>TOTAL DIRECT INVOICES (1) (2)</b>	<b>122,422.83</b>	<b>220,582.85</b>	<b>146,685.68</b>	<b>367,268.53</b>
<b>ASSESSED REVENUE TAX ROLL</b>	<b>(1,168.41)</b>	<b>186,822.04</b>	<b>124,105.89</b>	<b>310,927.93</b>
<b>TOTAL NET ASSESSMENTS</b>	<b>121,254.42</b>	<b>407,404.89</b>	<b>270,791.57</b>	<b>678,196.46</b>

(1) Assessments for bulk lands are due: 35% due 12/1/23, 2/1/24 and 30% due 5/1/24

SUMMARY OF TAX ROLL RECEIPTS				
ST JOHNS COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2022 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/3/2023	-	-	-
2	11/17/2023	-	-	-
3	11/23/2023	1,128.96	749.97	1,878.93
4	12/14/2023	2,257.93	1,499.94	3,757.87
5	12/21/2023	169,344.56	112,495.60	281,840.16
6	01/9/2024	11,289.64	7,499.70	18,789.34
INTEREST	01/11/2024	484.24	321.68	805.92
7	02/12/2024	0.00	0.00	0.00
8	03/20/2024	2,316.72	1538.99	3,855.71
<b>TOTAL RECEIVED TAX ROLL</b>		<b>186,822.04</b>	<b>124,105.89</b>	<b>310,927.93</b>

PERCENT COLLECTED	2022	O&M	TOTAL
% COLLECTED DIRECT BILL	75.00%	75.00%	75.00%
% COLLECTED TAX ROLL	100.38%	100.38%	100.38%
<b>TOTAL PERCENT COLLECTED</b>	<b>84.84%</b>	<b>84.83%</b>	<b>84.83%</b>

## *ELEVENTH ORDER OF BUSINESS*

**St. Augustine Lakes**  
COMMUNITY DEVELOPMENT DISTRICT

**Fiscal Year 2024**  
**Check Register**

Date		check #'s	Amount
3/6/24		116-118	\$12,120.19
3/13/24		119-120	1,873.00
3/19/24		121-122	437.78
SUBTOTAL			\$14,430.97
Date		Autopays	Amount
03/08/24		IRS FICA PAYMENT	\$91.80
03/19/24		FPL	217.66
SUBTOTAL			\$309.46
TOTAL			\$14,740.43



CHECK DATE	VEND#	.....INVOICE.....	...EXPENSED TO...	VENDOR NAME	STATUS	AMOUNT	....CHECK.....	...
		DATE	INVOICE	YRMO DPT ACCT# SUB SUBCLASS			AMOUNT	#
3/06/24	00004	3/01/24	31	202403 310-51300-31300	*	208.33		
			MAR. DISSEM AGENT SRVCS					
		3/01/24	31	202403 310-51300-35100	*	159.00		
			MAR. INFO TECH					
		3/01/24	31	202403 310-51300-34000	*	4,173.75		
			MAR. MANAGEMENT FEES					
		3/01/24	31	202403 310-51300-35300	*	106.00		
			MAR. WEBSITE ADMIN					
		3/01/24	31	202403 310-51300-51000	*	.21		
			OFFICE SUPPLIES					
		3/01/24	31	202403 310-51300-42000	*	4.48		
			POSTAGE					
		3/01/24	31	202403 310-51300-42500	*	27.00		
			COPIES					
		3/01/24	31	202403 310-51300-41000	*	3.92		
			TELEPHONE					
				GOVERNMENTAL MANAGEMENT SRVCS LLC			4,682.69	000116
3/06/24	00010	3/01/24	417809	202403 320-57200-34000	*	1,500.00		
			FIELD MANAGEMENT					
				VESTA PROPERTY SERVICES INC			1,500.00	000117
3/06/24	00012	3/01/24	STAUG665	202403 320-57200-46200	*	5,937.50		
			MAR. LANDSCAPE MAINTENANC					
				YELLOWSTONE LANDSCAPE-SOUTHEAST LLC			5,937.50	000118
3/13/24	00005	3/01/24	2024-645	202402 310-51300-31100	*	635.00		
			CDD BOARD MEETING - FEB24					
				DOMINION ENGINEERING GROUP INC			635.00	000119
3/13/24	00014	3/07/24	1871109	202403 320-57200-46400	*	1,238.00		
			MAR. LAKE MAINTENACE					
				THE LAKE DOCTORS INC			1,238.00	000120
3/19/24	00007	3/12/24	6268639	202402 310-51300-48000	*	65.28		
			NTC OF MEETING #9871552					
				GANNETT FLORIDA LOCAL IQ			65.28	000121
3/19/24	00006	3/13/24	3366022	202401 310-51300-31500	*	372.50		
			JAN GENERAL COUNSEL					
				KUTAK ROCK LLP			372.50	000122
				TOTAL FOR BANK A		14,430.97		
				TOTAL FOR REGISTER		14,430.97		

SAUG ST AUGUSTINE L BPEREGRINO





## Invoice

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 417809  
**Date** 03/01/2024  
**Terms** Due on receipt  
**Due Date** 03/01/2024  
**Memo** WGV - Field Managem...

### Bill To

c/o Governmental Management Services  
St. Augustine Lakes CDD  
475 West Town Place  
Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Field Management	1	1,500.00	1,500.00
Total			1,500.00



**YELLOWSTONE**  
LANDSCAPE

## INVOICE

INVOICE #	INVOICE DATE
STAUG 665416	3/1/2024
TERMS	PO NUMBER
Net 30	

**Bill To:**

St. Augustine Lakes CDD  
c/o St. Augustine Lakes CDD  
51 Old Bull Bay Ct  
St Augustine, FL 32084

**Property Name:** St. Augustine Lakes CDD

**Address:** 51 Old Bull Bay Ct  
St. Augustine, FL 32084

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** March 31, 2024

**Invoice Amount:** \$5,937.50

Description	Current Amount
Monthly Landscape Maintenance March 2024	\$5,937.50

**Invoice Total** **\$5,937.50**

IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

\*\*\*\*\* INVOICE \*\*\*\*\*



Dominion Engineering Group, Inc.  
4348 Southpoint Blvd., Suite 201  
Jacksonville, Florida 32216  
(904) 854-4500

Date: March 1, 2024

Invoice Number 2024-6457

Net 15 days

Zenzi Rogers  
Director of Forward Planning  
**Lennar Homes**  
7411 Fullerton St. Suite 220  
Jacksonville, Florida 32256

**Reference: Interim District Engineer**  
**St. Augustine Lakes CDD, St. Johns County, FL**  
**DEG Project Number 2178.001**

**Task 4 CDD Board Meetings**

**\$Hourly**

Employee Level	Billing Amount (hourly)	Total Hours this period	Total Due
Administrative	\$85	2	\$170.00
CADD Designer	\$130	0	\$0.00
Engineer	\$135	0	\$0.00
Professional Engineer	\$155	3	\$465.00
Principal	\$210	0	\$0.00
<b>TOTAL</b>		<b>5</b>	<b>\$635.00</b>

1. Processed and approved requisitions


**Total Amount Due \$635.00**

PM REVIEW: initials (wes)

Select Contract Term Regarding Invoicing: Per our Contract, terms are net fifteen (15) days. Past due balances shall be subject to interest at the rate of 1.5 percent per month.

All DEG invoices for services under this contract will be considered correct as rendered to the Client unless questioned by the Client, in writing, within 15 days of the date of the invoice.

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**  
Aquatic Management Services  
Post Office Box 20122  
Tampa, FL 33622-0122  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

☐ Please check if address below is incorrect and indicate change on reverse side

St Augustine Lakes CDD  
Bernadette Peregrino  
475 West Town Place  
Suite 114  
St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
730908	3/7/2024	\$1,238.00

The Lake Doctors  
Post Office Box 20122  
Tampa, FL 33622-0122

00000007309084001000000016559400000012380004

Please Return this invoice with your payment and  
notify us of any changes to your contact information.

**St. Augustine Lakes**

**Arcadian Lakes Blvd St Augustine, FL 32092**

**Invoice Due Date 3/7/2024**

**Invoice 1871109**

**PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
3/7/2024	Water Management - Monthly		\$1238.00	\$0.00	\$1238.00
1 Phase 1A .15 acres treated for minimal algae and shoreline weeds 2 Phase 1A .35 acres treated for minimal algae and shoreline weeds 3 Phase 1A .85 acres treated for shoreline weeds 4 Phase 1A .23 acres treated for shoreline weeds 5 Phase 1A .5 acres treated for algae 7 Phase 1B acres treated for algae and shoreline weeds 8 Phase 1C 6.2 acres treated for algae and shoreline weeds 9 Phase 1C .15 acres treated for algae and cleared debris from outfall 10 Phase 2B .75 acres treated for shoreline weeds 11 Phase 2B .25 acres treated for shoreline weeds					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				<b>Credits</b>	\$0.00
				<b>Adjustment</b>	\$0.00
					<b>AMOUNT DUE</b>

**Total Account Balance including this invoice:**

\$1238.00

**This Invoice Total:**

\$1238.00

**Click the "Pay Now" link to submit payment by ACH**

**Customer #:** 730908  
**Portal Registration #:** D42AF402  
**Customer E-mail(s):** bperegrino@gmsnf.com,ar@lakedoctors.com  
**Customer Portal Link:** www.lakedoctors.com/contact-us/


**Corporate Address**  
4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

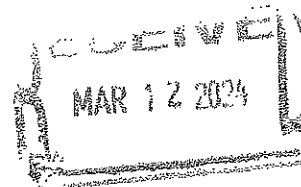


# 

ACCOUNT NAME		ACCOUNT #	PAGE #
St. Augustine Lakes		762564	1 of 1
INVOICE #	BILLING PERIOD	PAYMENT DUE DATE	
0006268639	Feb 1- Feb 29, 2024	March 20, 2024	
PREPAY (Memo Info)	UNAPPLIED (Included in amt due)	TOTAL CASH AMT DUE*	
\$0.00	\$0.00	\$65.28	

BILLING ACCOUNT NAME AND ADDRESS	Legal Entity: Gannett Media Corp. Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited. All funds payable in US dollars.
St. Augustine Lakes 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649 	
BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.	
FEDERAL ID 47-2390983	

Date	Description	Amount			
2/1/24	Balance Forward	\$0.00			
Package Advertising:					
Start-End Date	Order Number	Product	Description	PO Number	Package Cost
2/28/24	9871552	SAG St Augustine Record	Notice of Meeting		\$65.28



As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$65.28
Service Fee 3.99%	\$2.60
*Cash/Check/ACH Discount	-\$2.60
*Payment Amount by Cash/Check/ACH	\$65.28
Payment Amount by Credit Card	\$67.88

## PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME		ACCOUNT NUMBER		INVOICE NUMBER		AMOUNT PAID
St. Augustine Lakes		762564		0006268639		
CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
\$65.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65.28
REMITTANCE ADDRESS (Include Account# & Invoice# on check)				TO PAY WITH CREDIT CARD PLEASE CALL:		TOTAL CREDIT CARD AMT DUE
Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				1-877-736-7612		\$67.88
				To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com		

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# LOCALiQ

## FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

### **PROOF OF PUBLICATION**

St. Augustine Lakes  
St. Augustine Lakes  
475 W Town PL # 114  
Saint Augustine FL 32092-3649

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

02/28/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 02/28/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$65.28

Order No: 9871552

Customer No: 762564

PO #:

# of Copies:

1

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin

### **Notice of Meeting**

St. Augustine Lakes

Community Development District

The meeting of the Board of Supervisors of the St. Augustine Lakes Community Development District will be held on Wednesday, March 6, 2024 at 11:00 a.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver

District Manager

Pub: Feb 28, 2024; #9871552

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 13, 2024

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

St Augustine Lakes Community Development District

c/o Governmental Management Services

Suite 114

475 West Town Place

St. Augustine, FL 32092

Invoice No. 3366022

25223-1

Re: General Counsel

For Professional Legal Services Rendered

01/03/24	W. Haber	0.60	180.00	Prepare for and participate in Board meeting
01/13/24	L. Whelan	0.50	192.50	Monitor legislative process relating to matters impacting special districts
TOTAL HOURS		1.10		
TOTAL FOR SERVICES RENDERED				\$372.50
TOTAL CURRENT AMOUNT DUE				<u>\$372.50</u>