

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, December 4, 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
Michael Della Penta	Supervisor
Tiffany Csalovszki	Supervisor
William Fitzgerald	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Bill Schaefer <i>by phone</i>	District Engineer
Sarah Sweeting	GMS
Matt Biagetti	GMS
Maria Czmyr	Vesta Property Services

The following is a summary of the actions taken at the December 4, 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. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments (*regarding agenda items listed below*)

Mr. Oliver noted there are no audience members present today.

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THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

Mr. Oliver stated they had recently had a landowners’ meeting at which Mr. Will Fitzgerald, Ms. Tiffany Csalovszki, and Mr. Mike Della Penta were elected as Supervisors. Mr. Oliver swore each of them in.

B. Consideration of Resolution 2025-03, Canvassing and Certifying the Results of the Landowners Election

Mr. Oliver stated that this resolution was canvassing and certifying the results of the landowners' election and the results were included in the agenda. Mr. Oliver noted that Mr. Della Penta and Ms. Csalovszki had 83 votes and Mr. Fitzgerald received 81 votes. Ms. Csalovszki and Mr. Della Penta will serve four years, which will expire in 2028, and Mr. Fitzgerald will serve a term of two years, which will expire in 2026.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, Resolution 2025-03, Canvassing and Certifying the Results of the Landowners Election, was approved.

C. Election of Officers, Resolution 2025-01

Mr. Oliver noted that Ms. Zenzi Rogers is the Chairperson, and Mr. Chris Mayo is the Vice-Chairman.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, Election of Officers, Resolution 2025-01, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the October 2, 2024, Meeting

Mr. Oliver presented the minutes of the October 2, 2024, Board of Supervisors meeting and asked for any comments, corrections, or changes.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Minutes of the October 2, 2024, Meeting were approved.

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FIFTH ORDER OF BUSINESS

Consideration of Minutes of the November 5, 2024 Landowners Meeting

Mr. Oliver presented the November 5, 2024, Landowners’ meeting minutes and asked for any comments, corrections, or changes.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, Accepting the Minutes of the November 5, 2024, Landowners’ Meeting, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2023 Audit Report

Mr. Oliver stated that a copy of the report was in their agenda. He noted that it was provided to the Department of Financial Services and posted to the District’s website. Mr. Oliver added that this audit was incomplete until October 21, 2024, but it should have been completed by June 30, 2024. Mr. Oliver stated they had made Berger Toombs aware of their displeasure. He noted that he felt sure it wouldn’t happen again and suggested they allow them to continue to be the District auditor. Mr. Oliver added that it was a clean audit and there were no findings on internal controls. Mr. Oliver stated that there wasn’t a state of financial emergency for the District as stated in the management letter; the audit rights determined that St. Augustine Lakes CDD did not meet any of the conditions described in section 218503-104 status.

Mr. Oliver noted that on the last page of the audit, the independent accountants reported compliance with Section 2, 18415 of Florida statutes. The last page stated that St. Augustine Lakes CDD complied with the requirements during the year that ended September 30, 2023. Mr. Oliver added that they would get a letter from the Legislative Committee and respond to it.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Acceptance of Fiscal Year 2023 Audit Report was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Resolution 2025-02, Amending the Fiscal Year 2024 Budget

Mr. Oliver stated this ratification is for the Fiscal Year 2024 budget amendment and noted that this was to align the budget. Mr. Oliver noted that if any line items were under budget, they would move money to other accounts or line items to balance it. Mr. Oliver pointed out two things during the Fiscal Year 2024: the Amenity Center, which came online as they entered the fourth

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quarter. He added that a few expenditures, about \$37,000 worth of spending, were tied to the amenity center. He noted the biggest one was the pool monitors at \$20,000. He added that they also had some ground maintenance costs they had to cover for landscaping, \$26,000, which had impacted the District for FY24. He noted that they had already removed many trees in the new fiscal year. Mr. Oliver said that they were mandated to do St. Johns County. He stated they reacted quickly and coordinated the filing of the trees, but the costs for FY24 are \$39,000. He added they would have the same during FY25.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, Resolution 2025-02, Amending the Fiscal Year 2024 Budget, was ratified.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber reminded everyone that they needed to complete the four hours of ethics training by the end of the month. He noted that the links could be recirculated. He added that there was no formal registration certificate; it was based on an honor system. Mr. Haber said he was happy to answer any questions.

B. Engineer

Mr. Schaefer had nothing specific to report besides visiting some residents who complained about the project, saying there were impacts on flooding. Mr. Schafer added that he was happy to say a number of them said there were no real additional impacts on what they had previously. A Board member asked Mr. Schafer about a comment from October about the speed limit. She asked Mr. Schafer if he had had a chance to see if they had installed what was required to install and if anything prohibited them from installing additional ones. Mr. Schafer answered what they typically do is send them over to Dick Sosa or Eric Clark and show the locations they are going to put them. Also, the ones to be installed were installed, and they were looking at adding additional ones. The Board member just asked if Mr. Schafer could look at them and give them a recommendation.

C. Manager

Mr. Oliver had nothing to report.

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NINTH ORDER OF BUSINESS

Supervisors Requests

Ms. Rogers updated the Board on the work to the broken sidewalks and cleanup of open space tracts.

TENTH ORDER OF BUSINESS

Audience Comments

Mr. Oliver noted no members of the public were present.

ELEVENTH ORDER OF BUSINESS

Financial Statements as of October 31, 2024

Mr. Oliver presented the unaudited financial statements as of October 31, 2024. Mr. Oliver added that they had spent \$23,500 on tree removals.

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 – January 8, 2025 at 11:00 a.m.

Mr. Oliver noted the next meeting is on January 8, 2025.

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.

DocuSigned by:
Jim Oliver
Secretary/Assistant Secretary

DocuSigned by:
Benzi Rogers
Chairman/Vice Chairman