

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 Monday, April 28, 2025, 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
William Fitzgerald	Supervisor

Also, present were:

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

The following is a summary of the actions taken at the April 28, 2025, St. Augustine Lakes Community Development District's Regular Board of Supervisors' 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 noted there were no members of the public present.

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THIRD ORDER OF BUSINESS**Consideration of Minutes of the March 5, 2025 Meeting**

Mr. Oliver presented the March 5, 2025 Board of Supervisors meeting minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, the Minutes of the March 5, 2025 Meeting, were approved.

FOURTH ORDER OF BUSINESS**Discussion Regarding Fiscal Year 2026 Budget**

Mr. Oliver stated that they would start the budget process. He added that they planned to bring the proposed budget to their June 2nd meeting for approval and that they could not adopt it until there was at least a public hearing held 60 days after the budget was approved, which would be at their August meeting. Mr. Oliver added that he had noted that the current year budget, FY25, had subsidized that they carry forward a surplus to \$57,000, and that was a rebate to property owners because they had surplus funds from previous years that were used to subsidize the assessments. Mr. Oliver noted that they would not have that available this year. He added that the cost-of-living increase would be something that would develop over the next month as they go through the budget process. He said two things they had talked about: first they were going to have to increase funding for a new line item that they had had in FY25 for tree removals and drops. He said they had spent \$23,000 and that he would anticipate they would have more drops in the future. He added that those things happen in many districts as they move toward a build-out. Then second was that their landscape contingency would likely increase, and he suggested they might want to improve that from what they currently had, \$10,000. Mr. Oliver stated that they continue to receive calls from residents regarding the maintenance of common areas. He noted that, as those calls need to be addressed, they would have to have the money to do that. He asked if the Board had any guidance on how to prepare the proposed budget.

Ms. Rogers stated that the association had additional funds that they would like to donate to the CDD for improvements, so that they would know that there are a couple of common area tracks that may be big enough for them to build a dog park. Ms. Rogers asked if they were supposed to get the proposals for the proposed improvements that they would like to install on District property, then make a bill of sale to transfer those improvements. Mr. Haber responded and said

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that the idea would be that the HOA would make improvements to the CDD property. He said that another option would be to give the money to the CDD and have the CDD do the work. Then they wouldn't need the easement or the bill of sale. He added that they could give the money to the CDD, that the CDD had the right to accept the donation, and then the CDD could use the money for the construction.

Ms. Rogers stated that they would have the HOA Board meeting to discuss it. She added that, depending on what they did, it could possibly be an additional line item for next year's maintenance budget. She added that they would likely survey the homeowners. She said there were requests for a dog park. She added that it would be inexpensive to install, and the maintenance would also be low. There should not be a huge budget for that.

Mr. Schaefer stated that he didn't see anything from an engineering standpoint other than if there were impervious areas, walks, patio areas, etc. He noted that they would need to get Water Management District permits to get the additions into the system, so they are recognized.

FIFTH ORDER OF BUSINESS

Discussion of Agreement with HOA Regarding Enforcement of Street Parking

Mr. Haber stated that he had looked at the covenants and restrictions, and it stated that the HOA disclaims any responsibility for the enforcement of parking and other restrictions on the roadways. He noted that he thought that they could still make an agreement where the HOA said, notwithstanding the language in the Declaration of Covenants and Restrictions, that the HOA would agree to enforce the restrictions. Mr. Haber stated that he wanted to make sure there would be a meeting between the HOA and the CDD, and the HOA's willingness to agree. If they didn't have that, it would be the CDD that would be responsible for dealing with parking on the street. Mr. Haber noted the expense of signage. He wanted to know the Board's thoughts on how to proceed. He indicated that parking in the streets was a common issue with CDDs.

Ms. Rogers asked if an amendment could be made to the CCR to amend the language.

SIXTH ORDER OF BUSINESS

Consideration of Towing on CDD Common Areas

Mr. Haber stated that it would strengthen his support for the HOA doing the enforcement. He added that he could speak with the HOA council about it. Mr. Haber stated that he would send

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Ms. Rogers the proposed language, which she would circulate to everyone and send to the HOA Council. Ms. Rogers suggested it be tabled.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Setting a Public Hearing Date to Adopt Parking and Towing Policies

Mr. Oliver asked if they wanted to table the consideration or focus on the amenity center and other common CDD areas. Mr. Haber responded to starting the process of giving the District the right to put up signage and implement a policy prohibiting parking in those areas.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Resolution 2025-04, Setting a Public Hearing Date to Adopt Parking and Towing Policies, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Requisition No. 16 (Series 2022)

Mr. Oliver stated that requisition #16 from the Series 2022 bonds in the amount of \$5,373 was payable for the invoice on site. This was to update the monument lettering and was paid for by General Finance, reimbursing the General Fund.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Requisition No. 16 (Series 2022), was ratified.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated that he had nothing to report.

B. Engineer

Mr. Schaefer stated that he had nothing to report. He wanted to note that the Water Management District permit didn't require an inspection of the stormwater ponds once they were two years old. He added that he had a few reports that he needed to finalize. He noted that the ponds would have an inspection every two years. Mr. Schaefer stated that they didn't have any ponds that were two years old yet, and they would budget for the inspection for the 2026 budget.

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C. Manager

1. Reminder to File Form 1 and Complete Annual Ethics Training

Mr. Oliver stated that by July 1st they would need to update their Form 1. This is to be done with the Division of Ethics in the State of Florida. Mr. Oliver noted that this is done electronically by the Department of Ethics in Tallahassee.

2. Ratification of Meeting Schedule for the Remainder of Fiscal Year 2025

Mr. Oliver stated that a copy of this was in their agenda pack. He noted that the meetings would be posted on the website. He added that there was a meeting on June 2nd. The deadline to approve the proposed budget is July 15th.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, the Meeting Schedule for the Remainder of Fiscal Year 2025 was ratified.

3. Report on the Number of Registered Voters (475)

Mr. Oliver stated they received a letter from Vicki Oaks, Supervisor of Elections for St. John's County, that showed as of April 15, 2025, there were 475 registered voters living in the district.

TENTH ORDER OF BUSINESS

Supervisors Requests

Ms. Czmyr stated that she had two updates. The gentleman from 335 Lake Sinclair had been hanging out at the amenity center on a bike, charging his phone from the outside outlets. Residents had contacted her about a homeless man. The deputy confirmed that the bank was in the process of taking his home. It is unknown if his electricity had been turned off, which was why he was charging his phone at the amenity center. Ms. Czmyr stated that this man was not trespassing. He does own a home in the District. Ms. Czmyr noted the second item was the large fence with the large gate behind the pool area. She added that they were attempting to get a lock on it. She added that people from Thompson Bailey had been coming through. A known drug user, and a woman who was naked from the waist down. The women and children were traumatized. She said that Sterling Fence was going to change the handle where a lock can be put on it. The police had not been notified.

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Ms. Rogers asked if the speed limit signs had been installed. She noted that she would follow up with the sign company to check on those.

Mr. Oliver thanked those who worked with Deputy Lauren on the communications.

Ms. Czmyr stated that she was the one who identified the man who lives on Lake Sinclair, stating that he wasn't homeless.

ELEVENTH ORDER OF BUSINESS

Audience Comments

Mr. David expressed concerns about a pothole. He noted a truck parked facing the wrong way and a sign that had been hit and turned the wrong way.

Ms. Rogers stated that they were in the process of lifting the asphalt and that the pothole would be repaired soon. Mr. David stated that he would take a picture of it.

Mr. David mentioned reservations for parking. Mr. Oliver stated that he had never heard of having that.

TWELFTH ORDER OF BUSINESS

Financial Statements as of February 28, 2025

Mr. Oliver presented the financial statements through February 28, 2025. He noted that they had used carry-forward surplus this year and the unbudgeted tree removal line item, which created a \$23,000 gap. The assessor's seat schedule showed that on-roll collections were at 98 points. 6% was collected.

THIRTEENTH ORDER OF BUSINESS

Check Register

Mr. Oliver presented the check register for Board approval.

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

FOURTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – June 2, 2025, at 11:00 a.m.

Mr. Oliver noted the next meeting is on June 2, 2025, at 11:00 a.m.

FIFTEENTH ORDER OF BUSINESS

Adjournment

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

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On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, the meeting was adjourned.

DocuSigned by:

Jim Oliver

Secretary/Assistant Secretary

DocuSigned by:

Bunzi Rogers

Chairman/Vice Chairman