

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, March 6, 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

Also, present were:

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

The following is a summary of the actions taken at the March 6, 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. Three 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 January 3, 2024 Meeting

Mr. Oliver presented the minutes of the January 3, 2023, Board of Supervisors meeting.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Minutes of the January 3, 2023, Meeting, were approved.

FOURTH ORDER OF BUSINESS

Memorandum Regarding Annual Ethics Training & Annual Form 1 Filing

Mr. Oliver presented the memorandum regarding annual ethics training and annual Form 1 filing. He noted the Form 1 was drafted by District Counsel. Mr. Haber reviewed the requirements, links, and noted the end of the 2024-year Supervisors must obtain the 4-hours training. He added the Form 1 Financial form that is typically filed with the Supervisors of Elections in the County no longer is filed in that manner. He explained it will be electronically filed and an email will be sent.

FIFTH ORDER OF BUSINESS

Ratification of Requisitions for Payment for Acquisition of Improvements (10-14)

Mr. Oliver presented the 5 requisitions for payment. He noted #10 is for Kutak Rock in the amount of \$1308, He stated #11 & #12 were paid to Lennar. He added #11 was for \$5,905,410, and #12 was for \$580,765. He stated the remaining requisition were to Kutak Rock for \$72.50 and \$1,263. It was noted they had been executed.

On MOTION by Ms. Rogers, seconded by Ms. Csalovszki, with all in favor, the Requisitions for Payment for Acquisitions of Improvements (10-14), were ratified.

SIXTH ORDER OF BUSINESS

Discussion of Fiscal Year 2025 Budget Process

Mr. Oliver presented the fiscal 2025 budget process. He stated the budget would likely be approved in May and then adopt in July or September. He added last year's assessment were stable and it should be the same situation for this year.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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

B. Engineer

Mr. Schaefer had no updates.

C. Manager

Mr. Oliver stated he had nothing to report.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

Mr. Oliver asked if there was anything else to discuss.

NINTH ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Financial Statements as of January 31, 2024

Mr. Oliver presented the financial statements through January 31, 2024. He added there were no issues with the general fund budget. He stated the district was at 99.13% on collections.

ELEVENTH 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.

TWELFTH ORDER OF BUSINESS

**Next Scheduled Meeting – April 3, 2024
at 11:00 a.m.**

Mr. Oliver noted the next meeting would be April 3, 2024, at 11:00a.m.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

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

Secretary/Assistant Secretary

Chairman/Vice Chairman