

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, August 24, 2026, at 11:00 a.m. at the Holiday Inn Express, 2300 FL-16, St. Augustine, Florida.

Present and constituting a quorum were:

Zenzi Rogers
Michael Della Penta
Danielle Mayoros
Ronnie Polowy

Chairperson
Vice Chairman
Supervisor
Supervisor

Also, present were:

Jim Oliver
Wes Haber *by phone*
Bill Schaefer
Maria Czmyr
Sarah Sweeting

District Manager
District Counsel
District Engineer
Vesta
GMS

The following is a summary of the actions taken at the August 24, 2026, 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 present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments (*regarding agenda items listed below*)

Mr. Oliver reviewed the procedures for audience comments, noting that comments related to the budget and rules of procedure would be taken during their respective public hearings. Audience members were asked to limit comments to approximately three minutes. A resident asked

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to address an item that was not included on the agenda and indicated it concerned an issue that had previously been requested but had not yet been addressed. The Board advised the resident to hold the comment until later in the meeting, at which time the Board could determine whether to add the matter to the agenda.

THIRD ORDER OF BUSINESS**Consideration of Minutes of the July 27, 2026 Meeting**

Mr. Oliver presented the minutes from the July 27, 2026, meeting and asked for any comments, questions, or changes. The Board had no changes.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Minutes of the July 27, 2026, Meeting, were approved.

FOURTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2025 Audit Report**

Mr. Oliver presented the Fiscal Year 2025 Audit Report prepared by Berger, Toombs, Elam, Gaines & Frank and reviewed the major sections and findings. The audit contained an unmodified opinion, indicating the District's financial statements were presented fairly in all material respects. The audit identified no material weaknesses or significant deficiencies in internal controls, no instances of noncompliance required to be reported, no financial emergency conditions, and no recommendations for improving financial management. No findings related to contracts, grant agreements, fraud, waste or abuse were reported, and the District was found to be in compliance with the requirements of Section 218.415, Florida Statutes.

Mr. Oliver noted that the audit was completed after the June 30 deadline but within the allowable timeframe and that there would be no repercussions. It was also noted that the District has changed auditors and Grau & Associates will conduct the Fiscal Year 2026 audit, which is expected to be completed earlier.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Accepting the Fiscal Year 2025 Audit Report, was approved.

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FIFTH ORDER OF BUSINESS**Ratification of Proposed Pool Shading from the HOA**

Mr. Oliver presented the proposed pool shading project from the HOA, noting the proposal had been executed and was included in the agenda packet. Mr. Haber advised that the bill of sale for the improvements was being finalized and was expected to be completed that day.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Proposed Pool Shading Project from the HOA, was ratified.

SIXTH ORDER OF BUSINESS**Public Hearing Adopting the Budget for Fiscal Year 2027**

Mr. Oliver presented he proposed Fiscal Year 2027 budget and noted there was no increase in assessments from the current fiscal year. The general fund special assessments remain at \$598,000, with prior-year surplus being carried forward to maintain assessments at their current level. The expenditure budget reflected an overall increase of approximately \$13,000, including a \$10,000 decrease in operations and maintenance and an approximately \$42,000 increase in grounds maintenance. The budget also maintained \$10,000 for road striping and a \$20,000 contribution to capital reserves. The District was projected to generate approximately \$55,000 in surplus for the current fiscal year, with approximately \$44,000 of that surplus being carried forward into Fiscal Year 2027.

Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Opening the Public Hearing, was approved.

A resident thanked staff for the clear presentation of the budget and commented that the proposed costs appeared reasonable. The resident requested that the District continue monitoring Yellowstone's performance under the landscaping contract. Another resident asked about the approximately \$44,000 surplus carryforward, the balance of the District's reserves, and whether landscaping services had recently been competitively bid. Mr. Oliver explained that the carryforward was being used to keep assessments level and that the District had approximately \$60,000 in capital reserves. It was further explained that the landscaping contract had not been

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recently rebid, but the Board could initiate an RFP process in the future. Discussion followed regarding the importance of maintaining sufficient operating funds until assessment revenues are received early in the fiscal year.

Mr. Oliver asked for a motion to close the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Mr. Oliver presented Resolution 2026-05, relating to the annual appropriations and adopting the Fiscal Year 2027 Budget.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027, was approved.

B. Consideration of Resolution 2026-06, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027

Mr. Oliver presented Resolution 2026-06, imposing special assessments and certifying the assessment roll for Fiscal Year 2027.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027, was approved.

SEVENTH ORDER OF BUSINESS

Public Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure; Consideration of Resolution 2026-07

Mr. Haber presented the proposed Amended and Restated Rules of Procedure and explained that the rules are periodically updated to remain consistent with changes in Florida law. The rules address District operations, procurement requirements, contracting, purchasing, professional services, meeting procedures and other administrative matters. Mr. Haber noted that the updates were primarily housekeeping in nature and were not expected to materially impact the District's day-to-day operations. Changes included updated statutory notice requirements,

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clarification regarding Board member voting obligations and conflicts, and updated provisions regarding newspapers of general circulation.

Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Opening the Public Hearing, was approved.

During public comment, discussion was held regarding the definition of a newspaper of general circulation and the ability to use electronic publication for required legal advertisements. Staff explained the statutory requirements for electronic publication and noted that the District currently publishes notices through the St. Augustine Record. Residents also asked about the availability of District resolutions and other documents on the District's website. Staff advised that not every District document is posted online, but documents are available upon request pursuant to public records requirements. Staff agreed to review the website following the meeting to determine where the referenced resolutions were located.

Mr. Oliver asked for a motion to close the public hearing.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Closing the Public Hearing, was approved.

Mr. Oliver asked for a motion to adopt the Amended and Restated Rules of Procedure, Resolution 2026-07.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-07 Public Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report but offered to answer any questions. There being no questions, the next item followed.

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B. Engineer

Mr. Schaefer provided an update regarding the recent pond inspections. The inspection results had been submitted to the Water Management District, and several maintenance items were identified, including minor erosion, areas where riprap needed to be restored, vegetation interfering with structures, and other general maintenance concerns. The Engineer noted that many of the items could likely be addressed by the District's existing maintenance vendors or GMS staff.

Mr. Schaefer suggested developing a matrix identifying each item and ranking the work by priority to help determine which issues should be addressed first and which could continue to be monitored. Staff recommended first reviewing the detailed inspection report with the District's current vendors to determine which items they could address before establishing the priority ranking. It was noted that specialized work, such as stone or rock repairs, may require a separate vendor. Staff agreed to work with the vendors to address the items identified in the report and return to the Engineer for additional guidance as necessary.

C. Manager – Discussion of Fiscal Year 2027 Goals and Objectives

Mr. Oliver presented the proposed Fiscal Year 2027 Goals and Objectives, explaining that special districts are required to establish annual performance measures, standards, and goals. The proposed goals were primarily compliance-based and addressed meeting requirements, public noticing, financial transparency, annual financial reporting, and other statutory requirements. It was noted that the District currently meets or exceeds the proposed standards, including the minimum number of required meetings. The Board was asked to use the presented goals and objectives for Fiscal Year 2027.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Fiscal Year 2027 Goals and Objectives, was approved.

Discussion then turned to the District's parking and towing policies. Staff discussed updating the applicable exhibit to include all District streets, as well as parking at the amenity facility, to provide greater flexibility for enforcement. District Counsel advised that the Board could delegate authority to staff to update the exhibit and authorize the Chair to execute the final version. It was noted that a public hearing on the updated parking and towing policies had already been advertised for the following month, and the revised exhibit could be addressed at that time.

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D. Operations

Ms. Czmyr provided an update on the approved Christmas lighting. The vendor had been notified that the Board approved the two one-piece solar lights for the mailbox area; however, the vendor was still awaiting approval of the Christmas lighting proposal from a previous meeting. Staff advised that they would follow up with the vendor regarding the proposal. No additional operations items were reported.

NINTH ORDER OF BUSINESS**Supervisors Requests**

There were no Supervisor Requests.

TENTH ORDER OF BUSINESS**Audience Comments**

A resident requested clarification regarding ownership and maintenance responsibilities for the area between the sidewalk and roadway. Staff explained that the roadway and right-of-way are owned by the CDD, while homeowners are generally responsible for maintaining and irrigating the grass adjacent to their property. The resident expressed concern regarding damage to the grass caused by residents allowing dogs to repeatedly use the area and asked whether restrictions could be implemented. Staff advised that this would primarily be an HOA matter and recommended that the resident contact the HOA Board regarding possible rules or enforcement.

A resident raised concerns regarding electrical boxes throughout the community that appeared to have damaged or unsecured covers, creating a potential safety hazard. Staff explained that the electrical facilities are owned and controlled by Florida Power & Light and are located within utility easements rather than being maintained by the CDD. Residents were encouraged to continue reporting the concerns directly to FPL, and staff indicated they could also attempt to assist with making contact.

The resident also requested clarification regarding vehicles blocking sidewalks and who has authority to enforce applicable traffic laws. District Counsel explained that the CDD does not have police powers and generally cannot enforce traffic violations on the roadways. Enforcement may fall under the St. Johns County Sheriff's Office, while the HOA may have additional enforcement authority depending on its governing documents. It was noted that enforcement

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questions related to the HOA's agreement to enforce the CDD parking policy should be directed to HOA counsel.

ELEVENTH ORDER OF BUSINESS Financial Statements as of July 31, 2026

Mr. Oliver presented the unaudited financial statements as of July 31, 2026, noting the District was nine months into the fiscal year with no unusual variances and was expected to generate a surplus for Fiscal Year 2026.

TWELFTH ORDER OF BUSINESS Check Register

Mr. Oliver stated that the Board had reviewed the general fund check register that was included in the agenda packet and approved it without discussion. The motion passed unanimously.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Check Register was approved.
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Mr. Oliver also reported that the Capital Reserve Fund had a current balance of approximately \$60,000 and was projected to reach approximately \$61,000 by the end of the following year. The assessment receipt schedule reflected collections of 100.59%, approximately \$3,500 over the amount due.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – September 21, 2026, at 11:00 a.m. at Holiday Inn Express, 2300 FL 16, St. Augustine, Florida

Mr. Oliver stated that the next meeting scheduled is September 21, 2026, at 11:00 a.m.

FOURTEENTH ORDER OF BUSINESS Adjournment

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

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the meeting was adjourned.
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Jim Oliver

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Secretary/Assistant Secretary

St. Augustine Lakes CDD

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Bunzi Rogers

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Chairman/Vice Chairman