



Date: April 6, 2021
Time: 7:00 p.m.

Minutes of the Board of Supervisors
Lake St. Charles Community Development District
6801 Colonial Lake Drive
Riverview, FL 33578
813-741-9768

Supervisors:

Chair, Sabrina Peacock
Vice Chair, Robb Fannin
Secretary/Treasurer, Dave Nelson
Supervisor, Virginia Gianakos
Supervisor, Marlon K. Brownlee

Staff:

Adriana Urbina, District Manager
Mark Cooper, Property Manager

In attendance:

Lake St. Charles Residents
Tuscan Auditor (Jeff Tuscan & Lisa McKenzie)

Meeting was called to order at 7:00 p.m. by Chair, Sabrina Peacock

1. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brownlee the Board approved the, April 6, 2021 Consent Agenda consisting of the: March 2, 2021 General Meeting Minutes, the March Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the February 2021 Financial Reports, the Property Manager Report, the Clubhouse Report and the Facility Monitor March 2021 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

Auditor Jeff Tuscan with Tuscan and Company made a presentation to those present on the District's Audit Report. He stated that the audit received the highest level of opinion they could render and that no deficiencies in internal control could be identified. Jeff advised the Board to consider an evaluation of the current

assessment as the District assets are depreciating and the Board will need to start reinvesting into the community at a higher rate.

2. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved the Fiscal Year 2019-2020 Annual Audit. Motion passed 5 to 0
3. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos, the Board discussed contracting Instant Green or similar company to enhance landscaping in the cul-de-sac located in Stratford not to exceed \$1,120. Mark informed the Board that there is no irrigation to support the cul-de-sac. Supervisor Fannin made a comment that Property Manager, Mark Cooper should contact ASI and have them make a professional recommendation. Motion was amended to say Property Manager, Mark Cooper is to contact ASI and see what economical options can be offered to enhance the landscaping of the community cul-de-sacs. Motion passed 5 to 0
- Action Item: District Manager, Adriana Urbina to research the cost of hiring HCSO to secure the community park areas.
4. On **MOTION** by Supervisor Peacock and Second by Supervisor Nelson, the Board approved to add the parking component to the drawings that will be submitted for the fence permit. Motion passed 5 to 0
5. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to extend the General Meeting to 8:30PM. Motion passed 5 to 0
6. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved Express Towing Contract. Express Towing is not to tow any vehicle without direct authorization from staff or Board. Motion passed 5 to 0
7. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to list All Board members, all management staff and all maintenance staff on authorized to tow contract. Motion passed 5 to 0
8. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to extend the General Meeting to 8:40PM. Motion passed 5 to 0
9. On **MOTION** by Supervisor Fannin and Second by Supervisor Nelson, the Board approved to accept Hawkins Service Company for the removal and reinstallation of the pavers located in front of Hampton. Not to exceed \$4,246. Motion passed 5 to 0
10. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved to remove the 15 bike racks from the park and store them in the

community shed. Bike racks may be reinstalled if the need arises. Motion passed 5 to 0

11. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to extend the General Meeting to 8:50PM. Motion passed 5 to 0

12. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to accept John Martini's resignation as of March 30, 2021, promote Bryant Urbina to Maintenance Team Lead and to offer Edward Vargas the full time maintenance position. Full time position will include full time PTO benefits and monthly medical stipend. Motion passed 5 to 0

Meeting adjourned at 8:49PM

Respectfully submitted,

Dave Nelson, Treasurer/Secretary

Sabrina Peacock, Chair