

Supervisor Packet for February 2, 2021 General Meeting

| | |
|---|-----------|
| Table of Contents | i |
| Agenda for February 2, 2021 | 1 |
| Consent Agenda | |
| Minutes from January 5, 2020 General Meeting | 3 |
| January Committee Minutes | |
| Treasurer’s Review Committee Minutes | 6 |
| Grounds and Security Committee Minutes | 7 |
| Management Committee Minutes..... | 8 |
| Strategic Planning Committee Minutes | 9 |
| December Financial Statements | |
| Funds Statement | 10 |
| Disbursement Authorization Report | 11 |
| Treasurer’s Report Centerstate Bank | 17 |
| Budget Performance Report | 19 |
| Property Manager Expense Report | 24 |
| District Staff Reports | |
| January Property Report | 25 |

**Lake St. Charles Community Development District
Board of Supervisors' General Meeting Agenda**

7:00 p.m., February 2, 2021

Lake St. Charles Clubhouse, 6801 Colonial Lake Dr., Riverview, Florida 33578

Board of Supervisors

Sabrina Peacock, Chair 951-8327
Robb Fannin, Vice Chair, 785-5423
Dave Nelson, Secretary/Treasurer, 293-7979
Virginia Gianakos, Supervisor, 293-4728
Marlon K, Brownlee, Supervisor, 813-485-5685

LSC CDD Staff

Adriana Urbina, District Manager, 741-9768
Mark Cooper, Property Manager, 990-7555
John Martini, Maintenance Staff, 365-0544
Bryant Urbina, Maintenance Staff, 526-2063
Luis Martinez, Facilities Monitor, 990-7250
Greg Gianakos, Maintenance Staff, 695-199

| <i>Time</i> | <i>Item</i> |
|--------------------|--|
| 7:00 – 7:05 | <ol style="list-style-type: none"> 1. CALL TO ORDER 2. PLEDGE OF ALLEGIANCE 3. INVOCATION (CHAIR PEACOCK) 4. ACKNOWLEDGMENT OF SUPERVISORS AND STAFF PRESENT 5. INTRODUCTION OF HOMEOWNERS, RESIDENTS AND PUBLIC AND IDENTIFICATION OF PARTIES WISHING TO MAKE PUBLIC COMMENTS |
| 7:05 – 7:15 | 6. PUBLIC COMMENTS (UP TO 3 MINUTES PER SPEAKER, 10 MINUTES DESIGNATED) |
| | 1. Homeowners Requesting to Speak (Please State Name Prior to Remarks) |
| 7:15 – 7:20 | 8. CONSENT AGENDA (5 Minutes) |
| | <ol style="list-style-type: none"> 1. Approval of additions to the agenda and removal of additional consent agenda items with questions as requested by board members. 2. Approval of Consent Item Agenda <ol style="list-style-type: none"> a. January 5, 2021 Meeting Minutes b. Committee Meeting Minutes for January 2021 <ol style="list-style-type: none"> i. Treasurer's Review Committee ii. Security and Grounds Committee iii. Management Committee iv. Strategic Committee c. December 2020 Financial Statements d. January 2021 Property Manager Report e. January 2021 Facilities Monitor Report |

| | |
|-------------------|---|
| 7:20-7:40 | 9. COMMITTEE REPORTS (20 Minutes) |
| | <ol style="list-style-type: none"> 1. Treasurer's Review Committee – Treasurer Nelson 2. Grounds/Security Committee – Committee Chair Fannin 3. Management Committee – Committee Chair Peacock <ol style="list-style-type: none"> a. The Committee recommends a Motion retroactively approving the Chairman's interim meeting decision to hire Edward Vargas as a temporary full time maintenance employee at the rate of \$12 an hour and promoting Bryant Urbina, to interim Maintenance Team Lead at the rate of \$16 an hour per the District's job description to commence on January 25, 2021. 4. Strategic Planning Committee – Committee Chair Brownlee |
| 7:40- 7:50 | 11. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR (10 Minutes) |
| | GENERAL REMARKS – Chair of The Board of Supervisors |
| 7:50-7:55 | 12. PROPERTY MANAGER (5 Minutes) |
| | Items for Consideration by Property Manager - Mark Cooper <ol style="list-style-type: none"> 1. Property Management Report |
| 7:55–8:00 | 13. DISTRICT MANAGER (5 Minutes) |
| | Items for Consideration by District Manager – Adriana Urbina <ol style="list-style-type: none"> 1. District Manager Report |
| 8:00 –8:10 | 14. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes) |
| 8:10 | ADJOURN |
| | |



Date: January 5, 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 (Via Zoom)
Supervisor, Virginia Gianakos
Supervisor, Marlon K. Brownlee

Staff:

Adriana Urbina, District Manager
Mark Cooper, Property Manager

In attendance:

Lake St. Charles Residents
House Representative, Andrew Learned

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

House Representative, Andrew Learned introduced himself to the Board and informed them that he would be representing the Riverview Community. He also informed the Board that he would look into the request of the CDD taking over deed restrictions. Property Manager, Mark Cooper will forward Meadow Pointe's Ordinance.

1. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin the Board approved the, January 5, 2021 Consent Agenda consisting of the: December 1, 2020 General Meeting Minutes, the December Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the November 2020 Financial Reports, the Property Manager Report, the Clubhouse Report and the Facility Monitor

December 2020 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

At 7:35PM, Chair Peacock closed the General Meeting and opened the Public Hearing for the Rule Amendments of District Amenities Usage Policy.

2. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved amendments and new rules to Policy 6000 General District Rules for LSC Amenity Usage:

6000.1

17. Residents are requested to visibly wear the District's access cards when using park, nature path and docks, and to have access cards readily available in the pool deck area, tennis courts and basketball courts or other community facilities. Residents using facilities without visible access cards may be asked for alternate verification of residency by District staff, pool area staff in uniform, private security officer and/or local law enforcement officer.

20. Each household is permitted to have up to five (5) guests in the District's common areas.

6000.2

2. Parking is only allowed on designated parking spaces, located at the Clubhouse and Colonial Lake Drive cul-de-sac at the park.

6000.3

3. Use of towels is mandatory while using pool furniture.

35. No hanging/holding onto lap lanes, Damages to lap lanes will incur a fee.

6000.6

4. Maximum of (5) five guests per household in district common areas.

6000.8

5. No rollerblades, skateboards, scooters or bicycles on tennis courts. Courts are to be used for tennis and pickle ball only.

6000.10

15. Maximum of (5) five guests per household in District common areas.

Motion passed 5 to 0

3. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved Policy #2105 Unauthorized Vehicle Towing Policy as revised per the attached draft. Motion passed 5 to 0

At 8:10PM, Chair Peacock closed the Public Hearing for the Rule Amendments of District Amenities Usage Policy and opened the General Meeting.

4. On **MOTION** by Supervisor Fannin and Second by Supervisor Nelson, the Board approved to have 2 tennis courts striped for pickle ball, not to exceed \$500. Motion passed 5 to 0

5. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin, the Board approved to begin searching for an employee to cover the vacant maintenance position. The Board discussed whether the new hire should be offered a permanent position. Motion was amended to say the new hire should be offered a temporary position at the rate of \$12 an hour. Motion passed 5 to 0

Meeting adjourned at 8:45PM

Respectfully submitted,

Dave Nelson, Treasurer/Secretary

Sabrina Peacock, Chair

Treasurer's Review Committee Meeting Minutes

Date: *Thursday, January 21, 2021, 1:00 pm*

Chair: *Supervisor Sabrina Peacock*

Operations Manager: *Adriana Urbina*

Committee Members: *Supervisor Sabrina Peacock, Adriana Urbina & Mark Cooper*

Notice of Meetings – Treasurer's Review Committee

- The Committee reviewed and signed confirmation pages of payments made by Centerstate Bill Pay.
- The Committee was informed of updates to the park restroom project and the playground project

Security - Grounds Committee Meeting Minutes

Date: *Wednesday, January 20th 2021 at 12:30 PM.*

Operations Manager: *Property Manager, Mark Cooper*

Committee Members: *Supervisor Rob Fannin & Property Manager Mark Cooper*

Update on playground. Committee members met in the park to review the final play ground design and layout and the trees that are required to be removed. Several suggestions resulted from the review.

- 1) Not to use colored concrete as was originally planned. It was deemed better to be consistent throughout the community and if the trail is replaced with concrete it would be normal concrete colored.
- 2) Not to set benches on the concrete slab around the central spinner but rather wait until everything is installed to determine the best places to set benches. It was also suggested to utilize benched without backs so that seating can occur from both sides offering viewing in opposite directions.

It was concluded that due to possible chipping of the paint on the galvanized steel supports for the back leg of the zip line and the center vertical pole of the rope climb that they would remain as stainless steel rather than be painted Dark brown.

We also reviewed a developing erosion issue on CDD property along the ditch behind the Remington neighborhood. The agreed upon course of correction is to install a 12" x 12" surface inlet grate box and connect approximately 20' of 4" flexible drain pipe to daylight at the bottom of the ditch. There are 2 locations that require this to intercept concentrated surface water and prevent future erosion on the ditch embankment. This is a project that staff can perform. This is to be funded from the drainage / trail maintenance budget line.

Management Committee Meeting Minutes

Date: *Thursday, January 21, 2021 @ 1:00 pm*

Chairperson: *Chairman Sabrina Peacock*

Operations Manager: *District Manager, Adriana Urbina*

In Attendance: *Chairman Sabrina Peacock, Property Manager, Mark Cooper, District Manager, Adriana Urbina,*

Notice of Meetings – Management Committee

-The Committee reviewed and signed confirmation pages of payments made by Centerstate Bill Pay.

-The Committee was informed of updates to the park restroom project and the playground project

-The Committee was updated on the status of the ongoing worker's comp claim. The Committee Chair approved to move forward with hiring Edward Vargas as a temporary maintenance employee and promoting Bryant Urbina, to interim Maintenance Team Lead at the rate of \$16 an hour per the District's job description.

The Committee recommends a Motion retroactively approving the Chairman's interim meeting decision to hire Edward Vargas as a temporary full time maintenance employee at the rate of \$12 an hour and promoting Bryant Urbina, to interim Maintenance Team Lead at the rate of \$16 an hour per the District's job description to commence on January 25, 2021.

Strategic Planning Committee Meeting Minutes

Date: *Tuesday, January 19th 2021 @ 10:00 am.*

Chairperson: *Supervisor Marlon K Brownlee*

Operations Manager: *Property Manager, Mark Cooper*

The Strategic Planning Committee meeting was canceled.

Lake St. Charles CDD

Funds Statement

Oct '20 - Dec '20

| | Oct '20 | Nov '20 | Dec '20 | Category |
|--|----------------|----------------|----------------|--------------------|
| Bank/Current Asset Accounts | | | | |
| CenterState Bank Checking | 192,621 | 278,977 | 723,605 | Cash |
| CenterState Bank Money Market | 254,462 | 254,493 | 254,526 | Committed/Assigned |
| Operating Acct | 0 | 0 | 0 | Cash |
| Prepay | 0 | 0 | 0 | Non-Spendable |
| Petty Cash | 1,533 | 1,533 | 1,533 | Assigned |
| SunTrust Money Market | 0 | 0 | 0 | Committed/Assigned |
| Suncoast FCU | 0 | 0 | 0 | Restricted |
| Investment Cost of Issuance | 0 | 0 | 0 | Restricted |
| Investment Reserve | 0 | 0 | 0 | Restricted |
| Investment Revenue | 0 | 0 | 0 | Restricted |
| Investment Redemption | 0 | 0 | 0 | Restricted |
| Investment Prepayment | 0 | 0 | 0 | Restricted |
| Investment Interest | 0 | 0 | 0 | Restricted |
| Investment SBA | 0 | 0 | 0 | Committed/Assigned |
| Total Bank/Current Asset Accounts | 448,616 | 535,003 | 979,664 | |
| Cash (Checking/Savings) | | | | |
| CenterState Bank Checking | 192,621 | 278,977 | 723,605 | |
| CenterState Bank Money Market | 254,462 | 254,493 | 254,526 | |
| Operating Acct | 0 | 0 | 0 | |
| Prepay | 0 | 0 | 0 | |
| Petty Cash | 1,533 | 1,533 | 1,533 | |
| SunTrust Money Market | 0 | 0 | 0 | |
| Suncoast FCU | 0 | 0 | 0 | |
| Investments SBA | 0 | 0 | 0 | |
| Total Cash Accounts | 448,616 | 535,003 | 979,664 | |
| Debt Service | | | | |
| Investment Cost of Issuance | 0 | 0 | 0 | |
| Investment Reserve | 0 | 0 | 0 | |
| Investment Revenue | 0 | 0 | 0 | |
| Investment Redemption | 0 | 0 | 0 | |
| Investment Interest | 0 | 0 | 0 | |
| Investment Prepayment | 0 | 0 | 0 | |
| Total Debt Service Fund Balances | 0 | 0 | 0 | |
| TOTAL FUND BALANCES | 448,616 | 535,003 | 979,664 | |
| District Reserve Fund | | | | |
| SunTrust Money Market | 0 | 0 | 0 | Committed/Assigned |
| CenterState Bank Money Market | 254,462 | 254,493 | 254,526 | Committed/Assigned |
| Total Investments SBA | 0 | 0 | 0 | Unassigned |
| | 254,462 | 254,493 | 254,526 | |

Lake St. Charles CDD Disbursement Authorization Report

December 2020

| | Type | Num | Date | Name | Account | Original Amount |
|-------|-------|----------|------------|---------------|---------------------------------|-----------------|
| | Check | EFT/Auto | 12/04/2020 | ADP | 10000-CenterState Bank Checking | -126.54 |
| | | | | | Payroll Service Charge | 25.30 |
| | | | | | Payroll Service Charge | 101.24 |
| TOTAL | | | | | | <u>126.54</u> |
| | Check | EFT/Auto | 12/04/2020 | TECO Electric | 10000-CenterState Bank Checking | -2,656.28 |
| | | | | | 53100 - Electric Utility Svs | 46.67 |
| | | | | | 53100 - Electric Utility Svs | 51.71 |
| | | | | | 53100 - Electric Utility Svs | 167.37 |
| | | | | | 53100 - Electric Utility Svs | 818.90 |
| | | | | | 53100 - Electric Utility Svs | 68.27 |
| | | | | | 53100 - Electric Utility Svs | 1,025.43 |
| | | | | | 53100 - Electric Utility Svs | 192.70 |
| | | | | | 53100 - Electric Utility Svs | 45.07 |
| | | | | | 53100 - Electric Utility Svs | 23.56 |
| | | | | | 53100 - Electric Utility Svs | 22.95 |
| | | | | | 53100 - Electric Utility Svs | 19.86 |
| | | | | | 53100 - Electric Utility Svs | 19.41 |
| | | | | | 53100 - Electric Utility Svs | 19.23 |
| | | | | | 53100 - Electric Utility Svs | 19.23 |
| | | | | | 53100 - Electric Utility Svs | 19.23 |
| | | | | | 53100 - Electric Utility Svs | 19.59 |
| | | | | | 53100 - Electric Utility Svs | 19.23 |
| | | | | | 53100 - Electric Utility Svs | 19.41 |
| | | | | | 53100 - Electric Utility Svs | 19.23 |
| | | | | | 53100 - Electric Utility Svs | 19.23 |
| TOTAL | | | | | | <u>2,656.28</u> |
| | Check | EFT/Auto | 12/05/2020 | Square Inc | 10000-CenterState Bank Checking | -14.51 |

Lake St. Charles CDD Disbursement Authorization Report

December 2020

| Type | Num | Date | Name | Account | Original Amount |
|-------|----------|------------|------------------|---------------------------------|-----------------|
| | | | | Security/Renters Cards Deposits | 15.00 |
| | | | | Security/Renters Cards Deposits | -0.49 |
| TOTAL | | | | | <u>14.51</u> |
| Check | EFT/Auto | 12/07/2020 | TECO Gas Company | 10000-CenterState Bank Checking | -429.94 |
| | | | | 53200 - Gas Utility Services | 429.94 |
| TOTAL | | | | | <u>429.94</u> |
| Check | EFT/Auto | 12/07/2020 | TECO Electric | 10000-CenterState Bank Checking | -84.34 |
| | | | | 53100 - Electric Utility Svs | 84.34 |
| TOTAL | | | | | <u>84.34</u> |
| Check | EFT/Auto | 12/08/2020 | ADP | 10000-CenterState Bank Checking | -9,845.83 |
| | | | | District Manager | 2,053.60 |
| | | | | Payroll Taxes - Employer Taxes | 172.40 |
| | | | | Facilities Monitor | 1,383.20 |
| | | | | Property Maintenance Team Lead | 349.98 |
| | | | | Property Manager | 2,472.00 |
| | | | | Payroll Taxes - Employer Taxes | 450.92 |
| | | | | Supervisor Fees | 1,000.00 |
| | | | | Employer Taxes | 83.50 |
| | | | | Full Time Hybrid Employee | 1,081.60 |
| | | | | Property Maintenance Part-Time | 98.63 |
| | | | | Medical Stipend | 200.00 |
| | | | | Medical Stipends | 500.00 |
| TOTAL | | | | | <u>9,845.83</u> |
| Check | EFT/Auto | 12/11/2020 | ADP | 10000-CenterState Bank Checking | -139.46 |
| | | | | Payroll Service Charge | 12.68 |

Lake St. Charles CDD Disbursement Authorization Report

December 2020

| Type | Num | Date | Name | Account | Original Amount |
|------------------------|----------------------|-------------------|----------------------------------|--|------------------|
| | | | | Payroll Service Charge | 63.38 |
| | | | | Supervisor Payroll Service | 63.40 |
| TOTAL | | | | | <u>139.46</u> |
| Bill Pmt -Check | EFT/Auto | 12/15/2020 | Doug Beldon Tax Collector | 10000-CenterState Bank Checking | -3,229.09 |
| Bill | FY 20-21 Tax Bill | 12/15/2020 | | Local/Other Taxes | 406.47 |
| | | | | Local/Other Taxes | 645.52 |
| | | | | Local/Other Taxes | 1,128.09 |
| | | | | Local/Other Taxes | 135.79 |
| | | | | Local/Other Taxes | 913.22 |
| TOTAL | | | | | <u>3,229.09</u> |
| Bill Pmt -Check | EFT/Auto | 12/16/2020 | Ameriscape Services | 10000-CenterState Bank Checking | -7,467.50 |
| Bill | Monthly Maintenance | 12/01/2020 | | Landscape Maintenance Contract | 7,467.50 |
| TOTAL | | | | | <u>7,467.50</u> |
| Bill Pmt -Check | EFT/Auto | 12/16/2020 | Solitude Lake Management | 10000-CenterState Bank Checking | -1,575.00 |
| Bill | Oct Pond Mainten | 10/01/2020 | | Pond & Stormwater Maint | 1,110.00 |
| | | | | Pond & Stormwater Maint | 465.00 |
| TOTAL | | | | | <u>1,575.00</u> |
| Bill Pmt -Check | EFT/Auto | 12/16/2020 | Staples | 10000-CenterState Bank Checking | -285.73 |
| Bill | Trash Bags | 11/15/2020 | | Club Facility Maintenance | 183.76 |
| | | | | Office Supplies | 101.97 |
| TOTAL | | | | | <u>285.73</u> |
| Bill Pmt -Check | EFT/Auto | 12/16/2020 | Verizon Wireless | 10000-CenterState Bank Checking | -43.84 |
| Bill | 10-24-20 to 11-23-20 | 11/23/2020 | | Telephone | 43.84 |

Lake St. Charles CDD Disbursement Authorization Report

December 2020

| | Type | Num | Date | Name | Account | Original Amount |
|-------|-----------------|----------------------|------------|--------------------------|---------------------------------|-----------------|
| TOTAL | | | | | | 43.84 |
| | Bill Pmt -Check | EFT/Auto | 12/16/2020 | Ameriscape Services | 10000-CenterState Bank Checking | -425.00 |
| | Bill | Grapple Truck Servic | 11/30/2020 | | Irrigation Maintenance | 425.00 |
| TOTAL | | | | | | 425.00 |
| | Bill Pmt -Check | EFT/Auto | 12/16/2020 | Solitude Lake Management | 10000-CenterState Bank Checking | -35,321.00 |
| | Bill | Aeration & Fountain | 11/24/2020 | | 58003-Future CIP Projects & Res | 35,321.00 |
| TOTAL | | | | | | 35,321.00 |
| | Bill Pmt -Check | EFT/Auto | 12/19/2020 | SunTrust Credit Card | 10000-CenterState Bank Checking | -7,335.39 |
| | Bill | November CC Statemen | 11/24/2020 | | 13500 - SunTrust Visa Card | 7,335.39 |
| TOTAL | | | | | | 7,335.39 |
| | Check | EFT/Auto | 12/22/2020 | ADP | 10000-CenterState Bank Checking | -7,932.45 |
| | | | | | District Manager | 2,053.60 |
| | | | | | Payroll Taxes - Employer Taxes | 157.10 |
| | | | | | Facilities Monitor | 1,383.20 |
| | | | | | Property Maintenance Team Lead | 349.98 |
| | | | | | Property Manager | 2,472.00 |
| | | | | | Payroll Taxes - Employer Taxes | 406.79 |
| | | | | | Full Time Hybrid Employee | 1,081.60 |
| | | | | | Property Maintenance Part-Time | 28.18 |
| TOTAL | | | | | | 7,932.45 |
| | Bill Pmt -Check | EFT/Auto | 12/22/2020 | Alley Cat Pest Control | 10000-CenterState Bank Checking | -85.00 |
| | Bill | pest control | 12/11/2020 | | Club Facility Maintenance | 85.00 |
| TOTAL | | | | | | 85.00 |

Lake St. Charles CDD Disbursement Authorization Report

December 2020

| | Type | Num | Date | Name | Account | Original Amount |
|-------|-----------------|----------------------|------------|---------------------------|---------------------------------|-----------------|
| | Bill Pmt -Check | EFT/Auto | 12/22/2020 | Chris's Portable Toilets | 10000-CenterState Bank Checking | -75.00 |
| | Bill | 1805-134280 Inv # | 12/08/2020 | | Park Facility Maintenance | 75.00 |
| TOTAL | | | | | | 75.00 |
| | Bill Pmt -Check | EFT/Auto | 12/22/2020 | Persson & Cohen, P.A. | 10000-CenterState Bank Checking | -363.00 |
| | Bill | HOA/CDD Discussions | 12/03/2020 | | District Counsel | 363.00 |
| TOTAL | | | | | | 363.00 |
| | Bill Pmt -Check | EFT/Auto | 12/22/2020 | Still Water Aquatics LLC | 10000-CenterState Bank Checking | -275.00 |
| | Bill | INV #202077 | 12/15/2020 | | Misc. Landscape Maintenance | 275.00 |
| TOTAL | | | | | | 275.00 |
| | Bill Pmt -Check | EFT/Auto | 12/22/2020 | Zebra Cleaning Team, Inc. | 10000-CenterState Bank Checking | -1,600.00 |
| | Bill | Dec Pool Cleaning | 12/14/2020 | | Pool Maintenance Contract | 1,600.00 |
| TOTAL | | | | | | 1,600.00 |
| | Bill Pmt -Check | EFT/Auto | 12/22/2020 | Zebra Cleaning Team, Inc. | 10000-CenterState Bank Checking | -90.00 |
| | Bill | Chemical Pump roller | 12/14/2020 | | Pool Maintenance Repairs | 90.00 |
| TOTAL | | | | | | 90.00 |
| | Bill Pmt -Check | EFT/Auto | 12/24/2020 | SunTrust Credit Card | 10000-CenterState Bank Checking | -15,798.31 |
| | Bill | December CC Statemen | 12/24/2020 | | 13500 - SunTrust Visa Card | 15,798.31 |
| TOTAL | | | | | | 15,798.31 |
| | Check | EFT/Auto | 12/25/2020 | ADP | 10000-CenterState Bank Checking | -128.70 |

Lake St. Charles CDD Disbursement Authorization Report

December 2020

| Type | Num | Date | Name | Account | Original Amount |
|-------|-----------------|---------------------|------------|--|-----------------|
| TOTAL | | | | Payroll Service Charge | 21.45 |
| | | | | Payroll Service Charge | 107.25 |
| | | | | | 128.70 |
| | Bill Pmt -Check | EFT/Auto | 12/31/2020 | Advanced Energy Solutions of America, LL 10000-CenterState Bank Checking | -80.00 |
| TOTAL | Bill | Checked transformer | 12/17/2020 | Pool Maintenance Repairs | 80.00 |
| | | | | | 80.00 |
| | Bill Pmt -Check | EFT/Auto | 12/31/2020 | Alley Cat Pest Control10000-CenterState Bank Checking | -85.00 |
| TOTAL | Bill | pest control | 12/31/2020 | Club Facility Maintenance | 85.00 |
| | | | | | 85.00 |
| | Bill Pmt -Check | EFT/Auto | 12/31/2020 | Miracle Recreation10000-CenterState Bank Checking | -90,626.94 |
| TOTAL | Bill | INV#R0093204348 | 12/22/2020 | 58003-Future CIP Projects & Res | 90,626.94 |
| | | | | | 90,626.94 |
| | Bill Pmt -Check | EFT/Auto | 12/31/2020 | SunTrust Credit Card10000-CenterState Bank Checking | -19,182.93 |
| TOTAL | Bill | January CC Statemen | 01/24/2021 | 13500 - SunTrust Visa Card | 19,182.93 |
| | | | | | 19,182.93 |

Treasurer's Report - CenterState Account
November 2020
12/1/20 - 12/31/20

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Memo</u> | <u>Payment</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|---|--|----------------|----------------|-------------------|
| | | | | | | 278,966.71 |
| 12/02/2020 | | | Deposit | | 29.12 | 278,995.83 |
| 12/04/2020 | EFT/Auto | ADP | 568731100 Inv # | 126.54 | | 278,869.29 |
| 12/04/2020 | EFT/Auto | TECO Electric | 06980007400 Acct # | 2,656.28 | | 276,213.01 |
| 12/04/2020 | | | Deposit | | 635,658.11 | 911,871.12 |
| 12/05/2020 | EFT/Auto | Square Inc | A. Gunter Guest Pass Deposit Refund | 14.51 | | 911,856.61 |
| 12/07/2020 | EFT/Auto | TECO Gas Company | 221003603224 Acct # | 429.94 | | 911,426.67 |
| 12/07/2020 | EFT/Auto | TECO Electric | 221005960721 Acct # | 84.34 | | 911,342.33 |
| 12/08/2020 | EFT/Auto | ADP | P.E. 12-05-20 | 9,845.83 | | 901,496.50 |
| 12/09/2020 | | | Deposit | | 14,029.62 | 915,526.12 |
| 12/11/2020 | EFT/Auto | ADP | 569525243 Inv # | 139.46 | | 915,386.66 |
| 12/12/2020 | | | Deposit | | 29.12 | 915,415.78 |
| 12/15/2020 | EFT/Auto | Doug Beldon Tax Collector | Tax Year 2020-21 Community Dev Street Lights Taxes | 3,229.09 | | 912,186.69 |
| 12/16/2020 | EFT/Auto | Ameriscape Services | INV# 141044 | 7,467.50 | | 904,719.19 |
| 12/16/2020 | EFT/Auto | Solitude Lake Management | INV# PI-A00488012 | 1,575.00 | | 903,144.19 |
| 12/16/2020 | EFT/Auto | Staples | 6011 1000 4086 310 | 285.73 | | 902,858.46 |
| 12/16/2020 | EFT/Auto | Verizon Wireless | Acct# 842082173-00001 | 43.84 | | 902,814.62 |
| 12/16/2020 | EFT/Auto | Ameriscape Services | INV# 141144 | 425.00 | | 902,389.62 |
| 12/16/2020 | EFT/Auto | Solitude Lake Management | INV# SMOR-409868 | 35,321.00 | | 867,068.62 |
| 12/19/2020 | EFT/Auto | SunTrust Credit Card | 4223071100091531 Acct # | 7,335.39 | | 859,733.23 |
| 12/22/2020 | EFT/Auto | ADP | P.E. 12-19-20 | 7,932.45 | | 851,800.78 |
| 12/22/2020 | EFT/Auto | Alley Cat Pest Control | 1075 Acct # | 85.00 | | 851,715.78 |
| 12/22/2020 | EFT/Auto | Chris's Portable Toilets | 1805-134280 Inv # | 75.00 | | 851,640.78 |
| 12/22/2020 | EFT/Auto | Persson & Cohen, P.A. | Acct # LakStCharles INV#25396 | 363.00 | | 851,277.78 |
| 12/22/2020 | EFT/Auto | Still Water Aquatics LLC | INV #202077 | 275.00 | | 851,002.78 |
| 12/22/2020 | EFT/Auto | Zebra Cleaning Team, Inc. | INV# 4227 | 1,600.00 | | 849,402.78 |
| 12/22/2020 | EFT/Auto | Zebra Cleaning Team, Inc. | INV# 4238 | 90.00 | | 849,312.78 |
| 12/24/2020 | EFT/Auto | SunTrust Credit Card | 4223071100091531 Acct # | 15,798.31 | | 833,514.47 |
| 12/25/2020 | EFT/Auto | ADP | 570362803 Inv # | 128.70 | | 833,385.77 |
| 12/31/2020 | EFT/Auto | Advanced Energy Solutions of America, LLC | INV# 09616 | 80.00 | | 833,305.77 |
| 12/31/2020 | EFT/Auto | Alley Cat Pest Control | 1075 Acct # | 85.00 | | 833,220.77 |
| 12/31/2020 | EFT/Auto | Miracle Recreation | INV#R0093204348 | 90,626.94 | | 742,593.83 |

1/28/2021

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Memo</u> | <u>Payment</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|----------------------|-------------------------|-------------------|-------------------|-------------------|
| 12/31/2020 | EFT/Auto | SunTrust Credit Card | 4223071100091531 Acct # | 19,182.93 | | 723,410.90 |
| 12/31/2020 | | | Interest | | 194.33 | 723,605.23 |
| | | | | 205,301.78 | 649,940.30 | 723,605.23 |

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2020 through December 2020

| | A | B | C | D | E | F | G | H | K | L | M | N |
|----|---|---|---|---|---|---|--------------------------------------|-----------------|---------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '20 Dec '20 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 3 | | | | | | | Revenue/Expense | | | | | |
| 4 | | | | | | | Revenue | | | | | |
| 5 | | | | | | | 36100 - Interest Earnings | | | | | |
| 6 | | | | | | | Interest - General Fund | 400 | 1,450 | (1,050) | | 284 |
| 7 | | | | | | | Total 36100 - Interest Earnings | 400 | 1,450 | (1,050) | | 284 |
| 8 | | | | | | | General Fund Assessment-O&M | | | | | |
| 9 | | | | | | | General Fund Assessment Gross | 839,704 | 958,146 | (118,442) | | 848,826 |
| 10 | | | | | | | GF Prop Tax Interest | 0 | 0 | 0 | | 0 |
| 11 | | | | | | | GF Tax Collector Commissions | (16,120) | (19,163) | 3,043 | | (16,296) |
| 12 | | | | | | | GF Tax Payment Discount | (33,694) | (38,326) | 4,632 | | (34,050) |
| 13 | | | | | | | Total General Fund Assessment-O&M | 789,890 | 900,657 | (110,767) | | 798,480 |
| 14 | | | | | | | | | | | | |
| 15 | | | | | | | Total 36310 - Special Assessment | 789,890 | 900,657 | (110,767) | | 798,480 |
| 16 | | | | | | | 36311 - Excess Fees | 7,307 | 0 | 7,307 | | 7,460 |
| 17 | | | | | | | 36900 - Miscellaneous Revenues | | | 0 | | |
| 18 | | | | | | | Other Misc Revenue | 7,113 | 1,200 | 5,913 | | 58 |
| 19 | | | | | | | Rental | 0 | 500 | (500) | | 462 |
| 20 | | | | | | | Pool Snack Vending | 0 | 475 | (475) | | 0 |
| 21 | | | | | | | Total 36900 - Miscellaneous Revenues | 7,113 | 2,175 | 4,938 | | 520 |
| 22 | | | | | | | Total Revenue | 804,710 | 904,282 | (99,572) | | 806,745 |
| 23 | | | | | | | | | | | | |
| 25 | | | | | | | Expense | | | | | |
| 26 | | | | | | | 5110 - Legislative | | | | | |
| 27 | | | | | | | Employer Taxes | 251 | 1,460 | (1,210) | | 251 |
| 28 | | | | | | | Special District Fees | 175 | 175 | 0 | | 175 |
| 29 | | | | | | | Supervisor Fees | 3,000 | 12,000 | (9,000) | | 3,000 |
| 30 | | | | | | | Supervisor Payroll Service | 190 | 900 | (710) | | 181 |
| 31 | | | | | | | Total 5110 - Legislative | 3,616 | 14,535 | (10,919) | | 3,607 |

| | A | B | C | D | E | F | G | H | K | L | M | N |
|----|---|---|---|---|---|---|---------------------------------|-----------------|---------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '20 Dec '20 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 32 | | | | | | | 51300 - Financial & Admin | | | | | |
| 33 | | | | | | | Accounting Services | 0 | 500 | (500) | | 0 |
| 34 | | | | | | | Auditing Services | 1,000 | 13,500 | (12,500) | | 1,000 |
| 35 | | | | | | | Banking & Investment Mgmt Fees | 0 | 200 | (200) | | 0 |
| 36 | | | | | | | District F&A Employees | | | | | |
| 37 | | | | | | | District Manager | 12,322 | 53,394.00 | (41,072) | | 12,082 |
| 38 | | | | | | | Medical Stipend | 600 | 2,400 | (1,800) | | 400 |
| 39 | | | | | | | Payroll Service Charge | 127 | 465 | (338) | | 98 |
| 40 | | | | | | | Payroll Taxes - Employer Taxes | 989 | 4,400 | (3,412) | | 955 |
| 41 | | | | | | | Performance Stipend | 0 | 1,000 | (1,000) | | 0 |
| 42 | | | | | | | Total District F&A Employees | 14,037 | 61,659 | (47,622) | | 13,534 |
| 43 | | | | | | | Dues, Licenses & Fees | 30 | 500 | (470) | | 194 |
| 44 | | | | | | | General Insurance | | | | | |
| 45 | | | | | | | Crime | 565 | 600 | (35) | | 510 |
| 46 | | | | | | | General Liability | 3,785 | 3,868 | (83) | | 3,605 |
| 47 | | | | | | | Public Officials Liability & EP | 3,110 | 3,179 | (69) | | 2,962 |
| 48 | | | | | | | Total General Insurance | 7,460 | 7,647 | (187) | | 7,077 |
| 49 | | | | | | | Legal Advertising | 223 | 2,600.00 | (2,377) | | 977 |
| 50 | | | | | | | Local/Other Taxes | 3,229 | 3,396.00 | (167) | | 3,197 |
| 51 | | | | | | | Office Supplies | 134 | 1,000.00 | (866) | | 67 |
| 52 | | | | | | | Postage | 8 | 250.00 | (242) | | 94 |
| 53 | | | | | | | Printer Supplies | 551 | 2,000.00 | (1,449) | | 47 |
| 54 | | | | | | | Professional Development | 79 | 1,000.00 | (921) | | 79 |
| 55 | | | | | | | Technology Services/Upgrades | 804 | 2,000.00 | (1,196) | | 200 |
| 56 | | | | | | | Telephone | 604 | 3,100.00 | (2,496) | | 588 |
| 57 | | | | | | | Travel Per Diem | 0 | 200.00 | (200) | | 0 |
| 58 | | | | | | | Website Development & Monitor | 1,697 | 2,650.00 | (953) | | 1,700 |
| 59 | | | | | | | Total 51300 - Financial & Admin | 29,855 | 102,202 | (72,347) | | 28,755 |

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2020 through December 2020

| | A | B | C | D | E | F | G | H | K | L | M | N |
|----|---|---|---|---|---|---|--|-----------------|---------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '20 Dec '20 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 60 | | | | | | | 51400 - Legal Counsel | | | | | |
| 61 | | | | | | | District Counsel | 1,229 | 8,000 | (6,771) | | 133 |
| 62 | | | | | | | Total 51400 - Legal Counsel | 1,229 | 8,000 | (6,771) | | 133 |
| 63 | | | | | | | 52100 - Law Enforcement | | | | | |
| 64 | | | | | | | Car Maintenance & Repairs | 20 | 1,000 | (980) | | 0 |
| 65 | | | | | | | Car Gas | 89 | 1,500 | (1,411) | | 119 |
| 66 | | | | | | | Total 52100 - Law Enforcement | 109 | 2,500 | (2,391) | | 119 |
| 67 | | | | | | | 53100 - Electric Utility Svs | 8,138 | 39,500.00 | (31,362) | | 8,632 |
| 68 | | | | | | | 53200 - Gas Utility Services | 1,018 | 4,000.00 | (2,982) | | 1,000 |
| 69 | | | | | | | 53400 - Garbage/Solid Waste Svc | 331 | 2,880.00 | (2,549) | | 326 |
| 70 | | | | | | | 53600 - Water/Sewer Services | 1,689 | 9,800.00 | (8,111) | | 842 |
| 71 | | | | | | | 53900 - Physical Environment | | | | | |
| 72 | | | | | | | Entry & Walls Maintenance | 0 | 2,000.00 | (2,000) | | 1,950 |
| 73 | | | | | | | Ford F250 Maintenance & Repair | 1,074 | 2,000.00 | (926) | | 24 |
| 74 | | | | | | | Fountain in Lake | 500 | 3,000.00 | (2,500) | | 0 |
| 75 | | | | | | | Gas - Equipment | 27 | 400.00 | (373) | | 18 |
| 76 | | | | | | | Gas - Truck | 152 | 1,800.00 | (1,648) | | 223 |
| 77 | | | | | | | Irrigation Maintenance | 1,635 | 10,000.00 | (8,365) | | 4,683 |
| 78 | | | | | | | Landscape Maintenance Contract | 22,403 | 89,610.00 | (67,208) | | 21,750 |
| 79 | | | | | | | Misc. Landscape-Temporary Staff | 0 | 3,000.00 | (3,000) | | 0 |
| 80 | | | | | | | Misc. Landscape Maintenance | 4,277 | 10,500.00 | (6,223) | | 3,824 |
| 81 | | | | | | | Mulch | 0 | 10,500.00 | (10,500) | | 0 |
| 82 | | | | | | | New Plantings | 0 | 8,000.00 | (8,000) | | 0 |
| 83 | | | | | | | Pond & Stormwater Maint Contract | 3,150 | 18,900.00 | (15,750) | | 4,725 |
| 84 | | | | | | | Pond#9 Aeration Maintenance | 0 | 500.00 | (500) | | 0 |
| 85 | | | | | | | Property Insurance Contract | 13,672 | 12,000.00 | 1,672 | | 12,430 |
| 86 | | | | | | | Sod Replacement | 0 | 4,000.00 | (4,000) | | 95 |
| 87 | | | | | | | Mitigation Maint Contract | 225 | 900.00 | (675) | | 225 |

| | A | B | C | D | E | F | G | H | K | L | M | N |
|-----|---|---|---|---|---|---|---|-----------------|---------------|-----------------------|----------|---------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '20 Dec '20 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 88 | | | | | | | Midge Treatment Contract | 0 | 0 | 0 | | 29,304 |
| 89 | | | | | | | Total 53900 - Physical Environment | 47,114 | 177,110 | (129,996) | | 79,250 |
| 90 | | | | | | | 57200 - Parks & Recreation | | | | | |
| 91 | | | | | | | Auto Liability | 733 | 755 | (22) | | 715 |
| 92 | | | | | | | Club Facility Maintenance | | | | | |
| 93 | | | | | | | Club Facility Maintenance | 2,419 | 5,000 | (2,581) | | 788 |
| 94 | | | | | | | Clubhouse Supplies | 72 | 2,300 | (2,228) | | 276 |
| 95 | | | | | | | Locks/Keys | 0 | 100 | (100) | | 0 |
| 96 | | | | | | | Pool Snack Vending Items | 0 | 300 | (300) | | 0 |
| 97 | | | | | | | Total Club Facility Maintenance | 2,491 | 7,700 | (5,209) | | 1,064 |
| 98 | | | | | | | District Employees Payroll Exp | | | | | |
| 99 | | | | | | | Employer Workman Comp | 5,138 | 9,000 | (3,862) | | 5,700 |
| 100 | | | | | | | Facilities Monitor | 8,299 | 35,963.00 | (27,664) | | 8,136 |
| 101 | | | | | | | Medical Stipends | 1,500 | 6,000.00 | (4,500) | | 1,000 |
| 102 | | | | | | | Payroll Service Charge | 608 | 2,500.00 | (1,892) | | 488 |
| 103 | | | | | | | Payroll Taxes - Employer Taxes | 2,746 | 13,500.00 | (10,754) | | 2,802 |
| 104 | | | | | | | Performance Stipend | 0 | 2,600.00 | (2,600) | | 0 |
| 105 | | | | | | | Full-Time Hybrid Employee | 6,476 | 28,122.00 | (21,646) | | 5,833 |
| 106 | | | | | | | Property Maintenance Part-Time | 268 | 1,480.00 | (1,212) | | 166 |
| 107 | | | | | | | Property Maintenance Team Lead | 6,795 | 30,651.00 | (23,856) | | 6,935 |
| 108 | | | | | | | Property Manager | 14,832 | 64,272.00 | (49,440) | | 14,539 |
| 109 | | | | | | | Recreational Assistants | 0 | 8,500.00 | (8,500) | | 0 |
| 110 | | | | | | | Total District Employees Payroll Exp | 46,661 | 202,588 | (155,927) | | 45,598 |
| 111 | | | | | | | Dock Maintenance | 185 | 400.00 | (215) | | 0 |
| 112 | | | | | | | Drainage/ Nature Path/Trail Maintenance | 0 | 1,800.00 | (1,800) | | 100 |
| 113 | | | | | | | Park Facility Maintenance | 553 | 6,000.00 | (5,447) | | 504 |
| 114 | | | | | | | Parks & Rec Cell Phones | 572 | 1,700.00 | (1,128) | | 344 |
| 115 | | | | | | | Playground Maintenance | 333 | 2,000.00 | (1,667) | | 0 |
| 116 | | | | | | | Pool Maintenance Contract | 4,800 | 19,600.00 | (14,800) | | 4,800 |

Lake St. Charles CDD
Profit & Loss Budget Performance
 October 2020 through December 2020

| | A | B | C | D | E | F | G | H | K | L | M | N |
|-----|---|---|---|---|---|---|---|-----------------|------------------|-----------------------|----------|----------------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | Oct '20 Dec '20 | Annual Budget | \$ Over Annual Budget | Comments | Last Year YTD |
| 117 | | | | | | | Pool Maintenance Repairs | 2,155 | 12,000.00 | (9,845) | | 1,893 |
| 118 | | | | | | | Sec System Monitoring Contract | 0 | 240.00 | (240) | | 60 |
| 119 | | | | | | | Security Repairs | 0 | 5,000.00 | (5,000) | | 324 |
| 120 | | | | | | | Total 57200 - Parks & Recreation | 58,483 | 259,783 | (201,300) | | 55,402 |
| 121 | | | | | | | 58003- Future CIP Projects and Reserves | 144,598 | 283,972.00 | (139,374) | | 12,683 |
| 122 | | | | | | | Total Expense | 296,180 | 904,282 | (608,102) | | 190,749 |
| 123 | | | | | | | Revenue Less Expenses | 508,530 | 0 | 508,530 | | 615,996 |
| 124 | | | | | | | Other Revenue/Expense | | | | | |
| 125 | | | | | | | Other Revenue | | | | | |
| 126 | | | | | | | SunTrust Credit Card Rewards | 1,474 | | | | |
| 127 | | | | | | | FY 19-20 Carryover | 221,332 | | 221,332 | | |
| 128 | | | | | | | Total Other Revenue | 222,806 | 0 | 221,332 | | |
| 129 | | | | | | | | | | | | |
| 130 | | | | | | | Other Expense | | | | | |
| 131 | | | | | | | Unassigned CIP Projects | 0 | 221,332 | (221,332) | | |
| 132 | | | | | | | Funding for District's Reserve Acct | 0 | 0 | 0 | | |
| 133 | | | | | | | Total Other Expense | 0 | 221,332 | (221,332) | | |
| 134 | | | | | | | Net Other Income | 221,332 | (221,332) | 221,332 | | |
| 135 | | | | | | | Net Income | 729,862 | (221,332) | 729,862 | | |

Lake St. Charles CDD Property Manager Expense Report

December 2020

| | Type | Date | Memo | Account | Amount |
|---------------------------------|--------------------|------------|--|-----------------------------|---------------|
| Ace Hardware | | | | | |
| | Credit Card Charge | 12/01/2020 | Batteries | Misc. Landscape Maintenance | 29.48 |
| Alley Cat Pest Control | | | | | |
| | Bill | 12/11/2020 | pest control | Club Facility Maintenance | 85.00 |
| | Bill | 12/31/2020 | pest control | Club Facility Maintenance | 85.00 |
| Amazon.com | | | | | |
| | Credit Card Charge | 12/13/2020 | Disposable Masks for st. Clubhouse Supplies | | 54.99 |
| Home Depot | | | | | |
| | Credit Card Charge | 12/01/2020 | Christmas decorations | Misc. Landscape Maintenance | 47.88 |
| | Credit Card Charge | 12/02/2020 | Christmas lights | Misc. Landscape Maintenance | 27.98 |
| | Credit Card Charge | 12/02/2020 | Extension cords | Misc. Landscape Maintenance | 34.70 |
| | Credit Card Charge | 12/15/2020 | measuring tape | Misc. Landscape Maintenance | 29.97 |
| | Credit Card Charge | 12/15/2020 | cleaning supplies and JE Club Facility Maintenance | | 20.81 |
| Ledford Electric | | | | | |
| | Credit Card Charge | 12/22/2020 | Repaired loose connecti | Misc. Landscape Maintenance | 150.00 |
| Still Water Aquatics LLC | | | | | |
| | Bill | 12/15/2020 | INV #202077 Treated by | Misc. Landscape Maintenance | 275.00 |
| TOTAL | | | | | 840.81 |

February 2, 2021
Property Manager's Report

Updates:

Playground

The playground is scheduled for installation commencing the week of February 22. This will allow for 3 weeks of construction which should be sufficient to complete the project before spring break starts for Hillsborough County schools on March 15th.

The consensus was to leave the back support leg of the zip line and the center post of the rope climber as stainless steel rather than risk the possibility of the dark brown paint chipping from the galvanized steel.

Lake Grant

I received official notification that we have received the Department Of Environmental Protection grant for \$586,584. It appears that they covered the costs of the traditional aeration (\$62,584) that we were planning on funding already but not the cost of the required electrical services (\$9,394.13). This makes approximately \$60,000 available for additional projects. I will be working on completing and submitting the required information to the DEP by the February 5th deadline.

Additional Projects

I have requested proposals for converting the tennis courts lights to LED fixtures which will provide significant operational cost savings and allow for instant on when requested. Also I have requested proposals for removing the green vinyl fencing, refurbishing/ repainting (black) the fencing frame and replacing the fencing with new black vinyl coated fencing. I have requested much better access gates and closers and a price for the practice board to be installed on the fence at the back of the center court. These projects will complete the needed work at the tennis courts.

I would also like to complete the volleyball court upgrades by installing a boarder to define and contain the sand and provide a clean edge aesthetic. I would also like to correct the drainage by installing under drains and purchasing a new post and net set.



Aeration

The 3 small pond aeration systems should be installed by the time of the February Board meeting.

The large lake aeration will be planned and sequenced with the other components of the lake grant.

Park restroom

The County has requested that a bearing test be performed on the native soil to make sure the minimum bearing capacity of 1,500 PSF is met per the building engineering plans. The test was performed on Tuesday, January 26th. I contacted the project manager from Florida Geotechnical Engineering and requested they expedite the test results to the general contractor for submission to Hillsborough County. As far as I am aware at this point, this is the only information the county is requesting before releasing the building permit. I assume they want to be sure that no remedial action is needed to support the building. I have contacted the restroom building manufacture to get an update on the status of the building, production schedule and delivery estimations. I am awaiting their response but should have all the information by the February Board meeting.