



Date: November 2, 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  
Luis Martinez, Facility Monitor

**In attendance:**

Lake St. Charles Residents

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

Present Residents requested from the Board, allocation of funds for; walking trail repairs, improvements of the dog park, and an addition of a tennis backboard. The residents were informed that the trail has the highest priority on the Capital Improvement plan. All residents were invited to attend the Special Strategic Planning Meeting scheduled on November 16, 2021 7PM at the clubhouse.

1. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brownlee the Board approved the, November 2 , 2021 Consent Agenda consisting of the: October 5, 2021 General Meeting Minutes, the October Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the September 2021 Financial Reports, the Property Manager Report and the Facility

Monitor October 2021 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

Luis Santiago & Joe Chiellini, representatives from ASI, thanked the Board for being patient through their difficult times. They hope that the Board will continue to give them the opportunity to improve their service.

2. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to waive Policy #3200-3200.7 Allocation of cash back rewards. \$2,104.18 is to be deposited into the District's Checking account (Operations & Maintenance). Motion passed 5 to 0

3. On **MOTION** Supervisor Gianakos and Second by Supervisor Peacock, the Board approved the transfer of \$35,000 from the District's Money Market account (Reserve Account) into the District's Checking account (Operations & Maintenance). This transaction is needed to prevent a cash flow shortage. Funds will be transferred back into the Money Market account once the District receives an assessment distribution from the Hillsborough County Tax Collector. Motion passed 5 to 0

AI: District Manager, to turn off towing notifications from App.

4. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved District Manager, Adriana Urbina to publish a legal notice advertising the upcoming Special Strategic Planning Meeting. Motion passed 5 to 0
5. On **MOTION** by Supervisor Nelson and Second by Supervisor Peacock, the Board discussed nominating Supervisor Rob Fannin as Chairman, Supervisor Dave Nelson as Vice-Chairman and Supervisor Virginia Gianakos as Secretary/Treasurer. Motion was rescinded
6. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved the FY 21-22 Board Officers to be Rob Fannin as Chairman, Dave Nelson as Vice-Chairman and Sabrina Peacock as Secretary/Treasurer. Motion passed 5 to 0
7. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board appointed Supervisor Dave Nelson as Grounds and Security Committee Chair, Supervisor Rob Fannin as Management Committee Chair, Supervisor Sabrina Peacock as Treasurer Review Committee Chair, and Supervisor Brownlee as Strategic Planning Committee Chair. The motion passed 5 to 0.
8. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to extend the General Meeting until 8:45PM. Motion passed 5 to 0

9. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board discussed continuing the landscaping contract with ASI. Motion was amended to say to keep ASI under contract until the end of fiscal year 22 and then issue a RFP. Motion failed 2 to 3 Supervisor Peacock, Supervisor Gianakos and Supervisor Brownlee voted NO

10. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to sign a contract with Mainscapes for landscaping services. The contract will be at the same rate as budgeted with ASI. Property Manager, Mark Cooper is to give ASI a 30 day notice of contract termination. Motion passed 3 to 2 Supervisor Fannin and Supervisor Nelson voted NO

11. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to extend the General Meeting until 9:00PM. Motion passed 5 to 0

AI: Property Manager, Mark Cooper to call Mainstay references.

Meeting adjourned at 8:50PM

Respectfully submitted,

Dave Nelson, Treasurer/Secretary

Sabrina Peacock, Chair