



Date: April 5, 2022

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, Robb Fannin  
Vice Chair, Dave Nelson (Via Zoom)  
Secretary/Treasurer, Sabrina Peacock  
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  
Tuscan Auditor (Lisa McKenzie)

Meeting was called to order at 7:00 p.m. by Chair, Robb Fannin

1. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos the Board approved the, April 5, 2022 Consent Agenda consisting of the: March 1, 2022 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 2022 Financial Reports, the Property Manager Report and the Facility Monitor March 2022 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

Auditor Lisa McKenzie with Tuscan and Company made a presentation to those present on the District's Audit Report. She stated that the audit received the highest level of opinion they could render and that no deficiencies in internal control could be identified. Lisa mentioned there may a required Operational Audit in the future.

Currently the Firm does not have much information in regards to this change, but she recommends joining FASD for additional information.

2. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved the Fiscal Year 2020-2021 Annual Audit. Motion passed 5 to 0
3. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin, the Board approved the purchase of a 10ftx20ft (5) panel Rally Master practice backboard from Do It Tennis in the amount of \$6,644. Motion Passed 5 to 0
4. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin, the Board approved Policy #2907 Job Description- Facilities/Technology Monitor as presented in the Supervisor Packet. Motion passed 5 to 0
5. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved the purchase of one (1) 6 feet wide by 25 feet long by 3/8" thick roll of PEM anti slip, anti-microbial, anti-bacteria lightweight aquatic floor matting in the Sandstone color to cover (wall to wall on 3 sides) both shower floors in the clubhouse restrooms for a cost not to exceed \$1,200. Motion passed 5 to 0
6. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved the proposal provided from Outland Surveying in the amount of \$800 to survey the joint property line of the CDD and the home sites located on Bucks Ford Drive whose back yards are located close to the drainage canal and trail. The Board will review the survey once completed to discuss how to approach encroachment issues. Motion passed 5 to 0
7. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved to waive the clubhouse rental fee for the Lake St. Charles Caregiver Support Group. The group will be open only to LSC residents and will meet on Wednesday evenings. Motion passed 5 to 0
8. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved up to \$1,500 to purchase a new laptop for the access control system. Motion passed 5 to 0
9. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board discussed granting permission to a resident for installation of a fountain in a District pond, assuming the resident would be responsible for all cost associated with the fountain. The Board is requesting additional information on this project, will discuss in Committee. Motion was rescinded

10. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved granting permission to the residents located at 6906 & 6908 Gray Oak Place for the removal of 2 trees located behind their homes. The residents will be responsible for all cost associated with the removal. Motion was amended to say the residents will need to provide proof of insurance and the County permit before removal. Motion passed 5 to 0
11. On **MOTION** by Supervisor Gianakos and Second by Supervisor Nelson, the Board approved to have Mark Cooper resubmit the grant application to Hillsborough County requesting to change the Grant originally approved for the boat ramp. The Board has approved to request a grant to light the entrance of the Community. Project is not to exceed \$12,000. Motion passed 3 to 1 with Supervisor Peacock voting against
12. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved the purchase astronomical time clocks for the two lake fountains and lights in the amount of \$4,674 from Brandon Electric. To be funded from CIP.
13. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved the purchase of astronomical time clocks for the 3 lake aeration compressor stations in the amount of \$3,850 from Brandon Electric. Purchase to be made once DEP grant is approved. To be funded from CIP.

Meeting adjourned at 8:53PM

Respectfully submitted,

Sabrina Peacock, Treasurer/Secretary

Robb Fannin, Chair