

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

7:00 p.m., April 2, 2024

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

Board of Supervisors

Marlon K, Brownlee, Chair, 813-485-5685
 Yvonne Brown, Vice-Chair, 813-503-8469
 Virginia Gianakos, Treasurer, 293-4728
 Robb Fannin, Supervisor, 785-5423
 Benjamin Turinsky, Supervisor, 813-449-1560

LSC CDD Staff

Adriana Urbina, District Manager,
 741-9768
 Luis Martinez, Interim Property Manager,
 990-7555

| <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 BROWNLEE) 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 – 7:35 | <ol style="list-style-type: none"> 6. PUBLIC COMMENTS (UP TO 3 MINUTES PER SPEAKER, 30 MINUTES DESIGNATED) |
| | <ol style="list-style-type: none"> 1. Homeowners Requesting to Speak (Please State Name Prior to Remarks) |
| 7:35 – 7:40 | <ol style="list-style-type: none"> 7. 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. March 5, 2024 Meeting Minutes b. Committee Meeting Minutes for March 2024 <ol style="list-style-type: none"> i. Treasurer’s Review Committee ii. Security and Grounds Committee iii. Management Committee iv. Strategic Committee c. February 2024 Financial Statements d. March 2024 Facilities Monitor Report (Separate from packet) |
| 7:40-9:30 | <ol style="list-style-type: none"> 8. COMMITTEE REPORTS (50 Minutes) |

| | |
|------------|---|
| | <ol style="list-style-type: none"> 1. Treasurer’s Review Committee – Committee Chair Gianakos <ol style="list-style-type: none"> a. The Treasurer’s Review Committee recommends a Motion to waive the District’s Paid Time Off (PTO) Policy #3500.6 and pay the full 349 hours Mr. Cooper accrued. 2. Grounds/Security Committee – Committee Chair Turinsky <ol style="list-style-type: none"> a. Guest Speaker- Hank Schneider P.E b. The Grounds Committee recommends a Motion to approve the proposal received from Aurora Civil Engineering for the required playground site drawings in the amount of \$6,200 not to exceed \$8,000. c. The Grounds Committee recommends a Motion to approve the proposal received from Robertson Survey to provide the required playground property survey in the amount of \$4,750 not to exceed \$6,500. d. The Grounds Committee recommends a Motion to approve the proposal received from Outdoor Living Pro’s for the replacement of the playground’s artificial turf in the amount of \$4,775 not to exceed \$5,000. e. The Grounds Committee recommends a Motion to approve the proposal received from Florida Structural Group for the permitting and installation of the District’s floating docks in the amount of \$24,600. f. The Grounds Committee recommends a Motion to approve hiring a third party insured transportation provider for the delivery of the floating docks from the manufacturer to the District, not to exceed \$2,000. g. The Grounds Committee recommends a Motion to approve the proposal received from Don’s Bay Area Painting in the amount of \$6,800 to paint the missed exercise equipment, playground fence and bleachers. h. The Grounds Committee recommends amending Motion #2 from the March 5, 2024 meeting to accurately reflect the termination of Mark Cooper. i. Review of Grant Manager’s contract. 3. Management Committee – Committee Chair Brown <ol style="list-style-type: none"> a. The Management Committee recommends a Motion to amend Motion #3 from the March 5, 2024 meeting. An RFP for District Management Services is not necessary as only one open position within the District needs to be filled. 4. Strategic Planning Committee – Committee Chair Brownlee |
| 9:30- 9:40 | 9. MATTERS RELATING TO CDD ADMINISTRATION: CHAIR BROWNLEE (10 Minutes) |
| | GENERAL REMARKS – Chair of The Board of Supervisors |

| | |
|--------------------|---|
| 9:40-9:45 | 10. PROPERTY MANAGER (5 Minutes) |
| | Items for Consideration by Interim Property Manager - Luis Martinez 1. Property Management Report |
| 9:45-9:50 | 11. DISTRICT MANAGER (5 Minutes) |
| | Items for Consideration by District Manager – Adriana Urbina 1. District Manager Report |
| 9:50 –10:00 | 12. REMAINING CONSENT ITEMS REMOVED FOR DISCUSSION (10 Minutes) |
| 10:00 | ADJOURN |