



Date: June 1, 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

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

1. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin the Board approved the, June 1, 2021 Consent Agenda consisting of the: May 4, 2021 General Meeting Minutes, the May Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the April 2021 Financial Reports, the Property Manager Report, the Clubhouse Report and the Facility Monitor May 2021 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0
2. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved Resolution 2021-01 Lake St. Charles District Proposed Budget FY 21-22. Motion passed 5 to 0

3. On **MOTION** by Supervisor Fannin and second by Supervisor Nelson, the Board approved to retroactively terminate Bryant Urbina & Eduardo Vargas on May 21, 2021. Motion passed 5 to 0

Action Item: Security/ Grounds Committee to discuss toy gun usage on District property.

Supervisor Fannin exited the meeting

4. On **MOTION** by Supervisor Nelson and Second by Supervisor Peacock, the Board approved to chain and lock the playground parking lot located on Colonial Lake Drive starting at 9:30PM every night. Motion passed 4 to 0

Action Item: Property Manager, Mark Cooper & Facility Monitor Luis Martinez to create a warning for residents that are parking on District property after hours.

5. On **MOTION** by Supervisor Nelson and Second by Supervisor Peacock, the Board discussed stopping the use of the sandwich board signs for notifications. Motion was rescinded

Action Item: Property Manager, Mark Cooper to search for digital sign options.

6. On **MOTION** by Supervisor Nelson and Second by Supervisor Peacock, the Board approved Ameriscape's quote to install an addition to the irrigation system for the pond landscaping located at the entrance of the community in the amount of \$718.00. Motion passed 4 to 0

7. On **MOTION** by Supervisor Nelson and Second by Supervisor Gianakos, the Board approved Ameriscape's quote in the amount of \$1,318.00 to repair various spots in the District's irrigation system. Motion passed 4 to 0

8. On **MOTION** by Supervisor Nelson and Second by Supervisor Peacock, the Board approved to replace Property Manager, Mark Cooper damaged clothing items not to exceed \$400 and to be funded from CIP line. Motion passed 4 to 0

9. On **MOTION** by Supervisor Peacock and Second by Supervisor Nelson, the Board approved to resume clubhouse rentals with an end time restricted to 10PM. Motion passed 4 to 0

10. On **MOTION** by Supervisor Peacock and Second by Supervisor Nelson, the Board approved to extend the General Meeting to 8:50PM. Motion passed 4 to 0

Action Item: District Manager, Adriana Urbina to research phone tree options and email distributions for both the CDD and the HOA.

11. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to hire Christopher Rill and Steven Magriby as temporary employees. The Board also approved to waive their background check and drug test requirement. Motion passed 4 to 0

Action Item: District Manager, Adriana Urbina to contact District's insurance carrier for volunteer coverage cost.

Action Item: District Manager, Adriana Urbina to run a Now Hiring Property Maintenance Ad for 2 weeks with compensation rate ranging from \$12 to \$16 an hour.

Meeting adjourned at 8:50PM

Respectfully submitted,

Dave Nelson, Treasurer/Secretary

Sabrina Peacock, Chair