



Date: August 1, 2023

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, Dave Nelson  
Vice Chair, Virginia Gianakos  
Secretary/Treasurer, Sabrina Peacock  
Supervisor, Robb Fannin  
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 7:03 p.m. by Chair, Dave Nelson.

The Board discussed the need of an additional trash dumpster near the maintenance shed. Currently, the dumpster in the parking lot of the clubhouse is constantly filled by unauthorized individuals. This prevents staff from disposing of trash collected from the streets and trails.

1. On **MOTION** by Supervisor Peacock and second by Supervisor Gianakos, the Board approved the addition of a 2 yard trash dumpster at a cost of \$149 a month. The dumpster is to be installed in the park near the maintenance shed. Motion passed 5 to 0
2. On **MOTION** by Supervisor Peacock and second by Supervisor Brownlee, the Board approved the, August 1, 2023 Consent Agenda consisting of the: July 11, 2023 General Meeting Minutes, the July Committee Meeting Minutes from the Strategic

Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the June 2023 Financial Reports and the Facility Monitor July 2023 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

3. On **MOTION** by Supervisor Fannin and Second by Supervisor Gianakos, the Board approved to request the presence of the HCSO Shift Commander for the purpose of answering questions regarding police availability in the community Motion passed 5 to 0

4. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved the bid submitted by Red Tree Landscape Systems for the landscaping care of the community's common ground in the amount of \$137,400 per year to commence September 1, 2023. 3 year contract will be supplied with a 3% escalator applied the third year. Motion passed 5 to 0

5. On **MOTION** by Supervisor Nelson and second by Supervisor Gianakos, the Board approved canceling the Mainscape, Inc contract. 30 day notice will be given to the company with their final month of service being August 2023. Motion passed 5 to 0

6. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved to extend the General Meeting until 9:15PM. Motion passed 5 to 0

Supervisor Fannin exited the meeting at 8:40PM

7. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to contract with Mr. Brownlee for the creation and usage of a maintenance communication app. This app will be used to facilitate communication between Board members and staff. It will allow better reporting of maintenance issues within the community and timely responses upon completion of repairs. The cost of the app will be at \$200 at month. Motion passed 3 to 0 Supervisor Brownlee abstained from voting

8. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved a payment of \$8,500 to Facility Monitor, Luis Martinez for the completion of the camera project in the community park. Motion passed 4 to 0

9. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to accept Supervisor Nelson's resignation dated October 3, 2023 after the General Meeting. The Board thanked Supervisor Nelson for his many years of service to the community. Motion passed 3 to 0 Supervisor Nelson abstained from voting

10. On **MOTION** by Supervisor Gianakos and Second by Supervisor Peacock, the Board approved to accept resumes of interested candidates for the upcoming open Board seat until September 15, 2023. The Board will appoint a candidate at the October Board of Supervisor's Meeting. Motion passed 4 to 0

Meeting adjourned at 9:15PM

Respectfully submitted,

Dave Nelson, Chair

Virginia Gianakos, Vice-Chair