



Date: December 5, 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:

Chairman, Marlon K. Brownlee
Vice Chair, Yvonne Brown
Treasurer/Secretary, Virginia Gianakos
Supervisor, Benjamin Turinsky
Supervisor, Robb Fannin

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 Chairman, Marlon K. Brownlee

1. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved the, December 5, 2023 Consent Agenda consisting of the: November 7, 2023 General Meeting Minutes, the November Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the October 2023 Financial Reports and the Facility Monitor November 2023 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

2. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved Resolution 2023-06 LSC District FY23-24 Budget Amendment. Motion passed 5 to 0.
3. On **MOTION** by Supervisor Gianakos and second by Supervisor Turinsky, the Board retro-actively approved the purchase and installation of 3 pool awnings from Custom Canvas Awnings not to exceed \$20,000. Motion passed 5 to 0.
4. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved the immediate repair of the District's irrigation system to be completed by LMP. Not to exceed \$11,703. Motion passed 5 to 0
5. On **MOTION** by Supervisor Gianakos and second by Supervisor Brown, the Board retro-actively approved the removal of trees and vegetation needed for the Phase 4 trail repair. To be completed by Pete & Ron's Tree Services not to exceed \$6,000. Motion passed 5 to 0
6. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved LMP to complete community landscape improvements along the brick walls between the entrances. Not to exceed \$11,000. Motion passed 5 to 0
7. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved Phase 4 & 5 trail repairs to be completed by Hardeman Landscape Nursery. Not to exceed \$271,400. Motion passed 5 to 0

Action Item: Property Manager, Mark Cooper was instructed to request bids to repaint the clubhouse.

8. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved the Park's master Plan as a working document to assist in decision making as we move forward with property improvements. The items outlined are subject to review and may change at any time. Motion passed 5 to 0
9. On **MOTION** by Supervisor Brown and second by Supervisor Fannin, the Board approved to waive Policy 3500.5 District Paid Time Off for Managers Adriana Urbina & Mark Cooper. Managers will be required to take their PTO or risk losing the accrued hours. Motion passed 5 to 0

Supervisor Fannin exited the meeting at 8:30PM

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

11. On **MOTION** by Supervisor Gianakos and Second by Supervisor Turinsky, the Board approved to extend the General Meeting 10 minutes until 9:00PM. Motion passed 4 to 0

12. On **MOTION** by Supervisor Gianakos and Second by Supervisor Turinsky, the Board approved to extend the General Meeting 15 minutes until 9:15PM. Motion passed 4 to 0

13. On **MOTION** by Supervisor Gianakos and Second by Supervisor Turinsky, the Board approved to mail out the encroachment letters with an expected response of 60 days. Motion passed 3 to 1 Supervisor Brown Voted NO

14. On **MOTION** by Supervisor Gianakos and second by Supervisor Brown, the Board approved the use of the District's parking lot and surrounding areas for a Snow Party on December 21st 6:30PM. Advertised to residents only. Motion passed 4 to 0

Meeting adjourned at 9:10PM

Respectfully submitted,

Marlon Brownlee, Chair

Yvonne Brown, Vice-Chair