



Date: January 9, 2024

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 (Joined via Zoom 8:00PM)

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 Turinsky, the Board approved the, January 9, 2024 Consent Agenda consisting of the: December 5, 2023 General Meeting Minutes, the December Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the November 2023 Financial Reports and the Facility Monitor December 2023 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 4 to 0

2. On **MOTION** by Supervisor Gianakos and second by Supervisor Brown, the Board retro-actively approved \$1,188 for the community landscape improvements. Community landscaping was previously approved not to exceed \$11,000 which did not include a delivery fee and the plants were not priced correctly. Motion passed 4 to 0.
3. On **MOTION** by Supervisor Gianakos and second by Supervisor Turinsky, the Board retro-actively approved the District's irrigation system repairs listed on the CIP list (line 25 through line 29) in the amount of \$9,129 to be completed by LMP. Motion passed 4 to 0
4. On **MOTION** by Supervisor Turinsky and second by Supervisor Gianakos, the Board discussed approving the directional boring needed on irrigation mainline near the entrance of community. Estimate was received from LMP in the amount of \$4,419. Board requested to see the estimate prior to making a decision along with requesting an additional estimate. Motion was rescinded
5. On **MOTION** by Supervisor Gianakos and second by Supervisor Turinsky, the Board retro-actively approved \$1,622 for the vegetation and tree clearing needed for phase 4 & 5 of the trail repair (line 30). Motion passed 4 to 0
6. On **MOTION** by Supervisor Gianakos and second by Supervisor Turinsky, the Board discussed approving the removal of 17 holly trees located at various neighborhood entrances. Motion was rescinded
7. On **MOTION** by Supervisor Gianakos and second by Supervisor Turinsky, the Board approved the quote received from Don's Bay Area Painting for the painting of the District's clubhouse, roof, guard house roof, maintenance garage, shed, pool fencing, 3 pool awning frames, 8 bicycle racks, park fitness equipment and 2 zip line back center posts. Not to exceed \$34,372. Motion passed 4 to 0
8. On **MOTION** by Supervisor Gianakos and second by Supervisor Brown, the Board approved the quote received from Rose's Paving for the clubhouse parking lot sealcoat and restriping. Not to exceed \$6,729. Motion passed 4 to 0
9. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brown, the Board approved the quote received from Danielle Fence for the reconfiguration of the white PVC fence surrounding the District's pool equipment. Not to exceed \$2,151. Motion passed 4 to 0
10. On **MOTION** by Supervisor Gianakos and Second by Supervisor Turinsky, the Board approved the quote received from ST6 Security for the software and reader upgrade to the existing access control system. Not to exceed \$17,000. Motion passed 4 to 0

11. On **MOTION** by Supervisor Turinsky and Second by Supervisor Gianakos, the Board approved to have the spraying hose removed from the park water fountain. Motion passed 4 to 0

12. On **MOTION** by Supervisor Brown and Second by Supervisor Gianakos, the Board approved the addition of a District Administrator Assistant to staff. Hourly pay will range from \$13 to \$15 an hour based on experience. Position will be advertised on app website, sign at entrance and indeed. Motion passed 4 to 0

Action Item: DM to upload master plan draft to District website with a watermark.

13. On **MOTION** by Supervisor Turinsky and second by Supervisor Gianakos, the Board approved the use of the District's park for the 2nd annual chili cook off. February 4, 2024 3PM to 8PM. Motion passed 5 to 0

Meeting adjourned at 9:23PM

Respectfully submitted,

Marlon Brownlee, Chair

Yvonne Brown, Vice-Chair