



Date: February 28, 2024

Time: 7:00 p.m.

Emergency Meeting 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 Brown, the Board approved the, February 28, 2024 Emergency Meeting Agenda. Motion passed 5 to 0
2. On **MOTION** by Supervisor Turinsky and second by Supervisor Fannin, the Board approved to connect the irrigation lines in the park to the shallow well located by the boat ramp/launcher. Supervisor Turinsky made the Board aware that the irrigation lines were installed into a fresh water line without a backflow preventer. The lack of this backflow preventer could cause contamination to the water from the drinking fountains. To prevent this contamination Supervisor Turinsky instructed staff to cap off the lines. Discussion also included that currently the District is not be charged for the use of water in the park. Motion passed 5 to 0

3. On **MOTION** by Supervisor Fannin and second by Supervisor Gianakos, the Board approved to contact the BOCC and request they send someone out to provide a meter reading. District Manager was instructed to negotiate the cost if over \$1,000. Motion passed 5 to 0
4. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to extend the General Meeting until 8:45PM. Motion passed 5 to 0
5. On **MOTION** by Supervisor Fannin and second by Supervisor Gianakos, the Board approved to hire a permitting company to expedite the resubmission of the playground permit packet. Not to exceed \$5,000. Supervisor Turinsky made the Board aware that permits were not pulled prior to the playground being installed in 2021. As a result a lien has been placed on District property until this issue is resolved. He also reminded the Board of the fragment approach Property Manager, Mark Cooper took for this project. Upon further research it was discovered that the following contractors used were not licensed in Hillsborough County: Hardeman Masonry, Miller Recreation & Ryan's Maintenance, Inc. Supervisor Turinsky also mentioned that modifications were made by Mark Cooper to the zip line which will prevent a successful inspection. He also reviewed the file from the County which states the permit packet is not proceeding due to the missing notice of commencement and the lack of address verification. Motion passed 5 to 0
6. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brown, the Board approved to look for an engineering company to provide updated playground drawings needed for the playground permit. Supervisor Turinsky informed the Board that the previous submitted site plan is missing 2 playground items which will result in an unsuccessful inspection. Motion passed 5 to 0
7. On **MOTION** by Supervisor Brownlee and Second by Supervisor Fannin, the Board approved to extend the General Meeting until 9:15PM. Motion passed 4 to 1  
Supervisor Gianakos Voted NO
8. On **MOTION** by Supervisor Fannin and second by Supervisor Gianakos, the Board approved to disassemble the zip line, while pursuing the proper permitting process. The disassembly is necessary so the playground doesn't fail inspection. The necessary parts can be ordered while the permitting process progresses. Motion passed 5 to 0
9. On **MOTION** by Supervisor Fannin and Second by Supervisor Turinsky, the Board approved to keep the playground closed due to the permitting issues and the safety concerns with the zip line. The playground will re-open upon completion of the permitting process and approved final inspection. Motion passed 5 to 0

10. On **MOTION** by Supervisor Fannin and Second by Supervisor Turinsky, the Board approved to stop the dock replacement project until the hired contractor provides a valid license and the proper permit is received. Motion passed 5 to 0

11. On **MOTION** by Supervisor Fannin and Second by Supervisor Brown, the Board approved to extend the General Meeting until 9:30PM. Motion passed 5 to 0

12. On **MOTION** by Supervisor Brown and Second by Supervisor Turinsky, the Board approved to mail the demand letter provided by District Counsel to Hardeman Landscaping Company for the requested refund of the over estimated cost of concrete and labor. Property Manager, Mark Cooper had previously informed the Board that Hardeman did not install 22 cubic yards of concrete. An estimated refund of \$16,000 to \$30,000 was expected due to this over estimation. Mark then proceeded to inform the committees that Hardeman claimed there was no refund due. Supervisor Brown requested an itemized invoice so a determination could be made on the refund amount. Mark then informed Supervisor Brown that Hardeman would not honor her request for the invoice. After these discussions it was determined that Legal Counsel should be involved to provide be direction on how to proceed. Motion passed 4 to 0 Supervisor Gianakos abstained from voting

Supervisor Brown was informed by a resident that Property Manager, Mark Cooper had concrete poured on his property during the same time the District was completing phase 4 & 5 of the trail repair. She asked Mr. Cooper if Hardeman was his hired contractor for the work on his property. He replied that he did hire Hardeman and he could provide an invoice and proof of payment. Mr. Cooper was asked to provide these documents by the next Board Meeting.

Supervisor Fannin & Supervisor Gianakos exited the meeting at 9:30PM

13. On **MOTION** by Supervisor Turinsky and Second by Supervisor Brown, the Board approved to extend the General Meeting until 9:45PM. Motion passed 5 to 0

14. On **MOTION** by Supervisor Turinsky and Second by Supervisor Brown, the Board approved to contact CEMEX for information of the concrete provided to the District during phase 4 & 5 of the trail repair. If the District Manager is denied this information the Legal Counsel should be asked to step in and assist. Motion passed 3 to 0

Action Item: District Manager to distribute to staff, the Board and the website, the proper statement that should be made in regards to the playground closure.

15. On **MOTION** by Supervisor Turinsky and Second by Supervisor Brown, the Board approved to issue a written reprimand to Property Manager, Mark Cooper for putting the District at risk when failing to install a backflow preventer to the

irrigation line installed at the park. Motion passed 2 to 1 Supervisor Brownlee voted NO

16. On **MOTION** by Supervisor Turinsky and Second by Supervisor Brown, the Board approved to extend the General Meeting until 10:00PM. Motion passed 3 to 0

Meeting adjourned at 9:59PM

Respectfully submitted,

Marlon Brownlee, Chair

Yvonne Brown, Vice-Chair