



Date: February 6, 2018

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, Robb Fannin
Vice Chair, Dave Nelson
Secretary/Treasurer, Rob Martin
Supervisor, Ginny Gianakos Absent
Supervisor, Jim Simon

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 Fannin

1. On **MOTION** by Supervisor Simon and second by Supervisor Martin the Board approved the, February 6, 2018 Consent Agenda consisting of the: January 2, 2018 General Meeting Minutes, the January Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the January 2018 Financial Reports, the Property Manager, District Administrative Assistant reports, and the Facility Monitor January 2018 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 4 to 0
2. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board discussed waiving the RFP process for the low E impact, replacement windows as each window manufacturer produces a different product so long as at least 3

qualified bids are submitted. Motion amended to have Property Manager, Mark Cooper visit FAS and Weather Tite Windows showrooms for window comparisons Project not to exceed \$22,000. Motion was rescinded.

3. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board approved the purchase of 4 fold down lockable bollards with shipping included for \$1,485 to be purchased from the unassigned CIP funds line. Motion passed 4 to 0
4. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved waiving the RFP process for the low E impact, replacement windows as each window manufacturer produces a different product so long as at least 3 qualified bids are submitted. Property Manager, Mark Cooper is asked to visit FAS and Weather Tite Windows showrooms for window comparisons and present his notes and comments to the Security/Grounds Chairman for final decision. Project is set to not exceed \$22,000. Motion passed 4 to 0
5. On **MOTION** by Supervisor Nelson and Second by Supervisor Simon, the Board discussed fixing a solar power light and installing it by the kids playground. Mark made the Board aware that he did not think the light would illuminate the playground. Motion was amended to say that the repair cost should not exceed \$250. Motion was rescinded.

Action Item: For Property Manager, Mark Cooper to research the cost of installing a light pole at the children's playground located by the clubhouse.

6. On **MOTION** by Supervisor Fannin and Second by Supervisor Simon, the Board approved Resolution 2018-02 Disposition of Obsolete Property. Motion passed 4 to 0
7. On **MOTION** by Supervisor Simon and Second by Supervisor Fannin, the Board discussed the purchase of the community communication app. The Board discussed that a mailed notice to join the app would not be necessary for the residents of the community. Property Manager, Mark Cooper was instructed to place a sign at the entrance of the community advising residents to download the app. Motion was rescinded.
8. On **MOTION** by Supervisor Simon and Second by Supervisor Fannin, the Board approved the \$2,700 purchase of the community app from AppyPie. \$2,500 will be reimbursed from Hillsborough County Community Relations. Motion passed 4 to 0
9. On **MOTION** by Supervisor Simon and Second by Supervisor Fannin, the Board approved the conditional seawall easement for Mr. & Mrs. Boyette, property address 7227 Colonial Lake Drive. Motion passed 4 to 0

10. On **MOTION** by Supervisor Simon and Second by Supervisor Martin, the Board approved the request from Mr. & Mrs. Kirk, clearing is subject to the Property Manager, Mark Cooper receiving written approval from the EPC. This is to stipulate the specific conditions of approval. The Kirk's are to meet with Property Manager prior to clearing to review agencies conditions. Following completion of all clearing activities the Kirks are to inform Property Manager so that he can ensure that all work was completed in accordance to issued permit. Motion passed 4 to 0

Meeting adjourned at 8:02PM

Respectfully submitted,

Rob Martin, Treasurer/Secretary

Rob Fannin, Chair