



Date: January 8, 2019

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

Staff:

Adriana Urbina, District Manager
Mark Cooper, Property Manager

In attendance:

Meeting was called to order at 7:00 p.m. by Chair, Rob Martin

1. On **MOTION** by Supervisor Simon and second by Supervisor Gianakos the Board approved the, January 8, 2019 Consent Agenda consisting of the: December 4, 2018 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 2018 Financial Reports, the Property Manager, District Administrative Assistant reports, and the Facility Monitor December 2018 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0
2. On **MOTION** by Supervisor Fannin and Second by Supervisor Nelson, the Board approved E & L Construction's base bid for the clubhouse restroom renovation project, according to the Rojo Architects plans and specifications in the amount of \$217,493. Property Manager, Mark Cooper suggested to have the bid revised for cost saving options. Chair Martin also suggested the option to purchase building

material outright for tax savings to the District. Motion was amended to say the complete project is not to exceed the amount of \$225,500. Motion passed 5 to 0

Action Item: Property Manager to review plans with architects and contractors for engineering, tax and material savings. Property Manager is also to see the option of removing one outside shower from plan.

3. On **MOTION** by Supervisor Martin and Second by Supervisor Simon, the Board approved Resolution 2019-02 Authorization for Treasurer to move funds from Centerstate Operational Account to Centerstate Money Market. Motion passed 5 to 0
4. On **MOTION** by Supervisor Martin and Second by Supervisor Simon, the Board approved Policy#6020 District Tree Cutting Policy. Motion passed 5 to 0
5. On **MOTION** by Supervisor Martin and Second by Supervisor Gianakos, the Board discussed an increase of \$1.75 to maintenance staff Bryant Urbina & John Martini for the newly assigned task of the District's irrigation maintenance. Motion was amended to instead approve an increase of \$.75 per hour for maintenance staff Bryant Urbina & John Martini for a trial period of January through June. After the trial period the Board will review performance and re-evaluate the scenario at the Board of Supervisor's Meeting scheduled in July. Motion passed 5 to 0
6. On **MOTION** by Supervisor Martin and Second by Supervisor Simon, the Board approved Policy #2908 Job description- Property Maintenance Full-Time. Motion was amended to add the pool monitor functions to description. Motion passed 5 to 0
7. On **MOTION** by Supervisor Martin and Second by Supervisor Gianakos, the Board approved to extend General Meeting until 8:15PM. Motion passed 5 to 0

Property Manager, Mark Cooper presented the post midge report. The report presented showed a decrease of midge larvae found in the tested areas. Report is to be posted on community website.

Meeting adjourned at 8:13PM

Respectfully submitted,

Dave Nelson, Treasurer/Secretary

Rob Martin, Chair