



Date: September 14, 2021

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, Sabrina Peacock  
Vice Chair, Robb Fannin  
Secretary/Treasurer, Dave Nelson (Via Zoom)  
Supervisor, Virginia Gianakos  
Supervisor, Marlon K. Brownlee

**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, Sabrina Peacock

1. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brownlee , the Board approved resident Barbara Brown to host 3 community events. The pumpkin patch will be held on District grounds (field next to clubhouse parking lot) on October 9, a home safety & awareness class will be held on November 4 and an ornament painting pizza party will be held on December in the community clubhouse. Motion also includes waiving the clubhouse rental fee for the events in November and December. Motion passed 5 to 0
1. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin the Board approved the, September 14, 2021 Consent Agenda consisting of the: August 3, 2021 General Meeting Minutes, the August Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the July 2021 Financial Reports, the Property Manager Report, the Clubhouse Report and the Facility

Monitor July 2021 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

At 7:15PM, Chair Peacock closed the General Meeting and opened the Public Hearing for the FY 21-22 Budget.

2. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved Resolution 2021-04 Lake St. Charles District Budget and Assessment Roll Adoption with a change to line#125 Property Manager Salary. Line #125 will be reduced by the amount of \$36,500. This amount will now be reflected on the following line #126 and will be labeled Grant Management (Reimbursed from State of Florida DEP). Motion passed 5 to 0

At 7:37PM, Chair Peacock closed the Public Hearing for the FY 21-22 Budget and reopened the General Meeting.

Property Manager, Mark Cooper shared with the Board details of the meeting he held with ASI, the District's current landscaping company. He informed the Board that he was very dissatisfied with the current service the District was receiving. ASI's representatives met with Mark and made a commitment to bring the District up to satisfactory standards. Mark also informed the Board that Mainscapes Landscaping had previously provided a very competitive bid and that they would be interested in attending the next Board meeting to discuss their previous bid.

3. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to invite Mainscapes Landscaping Company to next month's Board Meeting, while continuing to allow ASI to bring the community up to satisfactory standards. Motion passed 5 to 0
4. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin, the Board approved the annual performance bonus for all staff. Edward Vargas is to receive his bonus pro-rated to 75% due to his length of employment. Funding has been approved on the FY 20-21 Budget. Motion passed 4 to 0 Supervisor Gianakos abstained from voting. Form 8B will be filed.
5. On **MOTION** by Supervisor Martin and second by Supervisor Simon the Board approved Resolution 2021-05, Lake St. Charles District Annual Meeting Schedule FY21-22, the Board discussed that the July and September meeting dates fall very close to holidays and may affect Supervisor attendance so they will be rescheduled for July 12, 2022 & September 13, 2022. Motion passed 5 to 0

AI: Strategic Planning Committee to review current CIP plan and establish appropriate amounts for future projects.

Supervisor Fannin exited the meeting at 8:26PM

6. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to allow Express Towing to commence automatic sweeps of the District Parking lots between the hours of 10:30PM and 5:30AM. Motion was amended to say the District's Towing Policy will be enforced during the day as well. Motion passed 4 to 0

AI: Notification to be sent out via the APP alerting residents of the enforcement of the District's Towing Policy to commence October 1, 2021.

Meeting adjourned at 8:42PM

Respectfully submitted,

Dave Nelson, Treasurer/Secretary

Sabrina Peacock, Chair