



Date: May 3, 2022

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 (Via Zoom)  
Secretary/Treasurer, Sabrina Peacock  
Supervisor, Virginia Gianakos (Via Zoom)  
Supervisor, Marlon K. Brownlee (Via Zoom)

**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 Chair, Robb Fannin

1. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin the Board approved the, May 3, 2022 Consent Agenda consisting of the: April 5, 2022 General Meeting Minutes, the April 19, 2022 Special Strategic Planning Meeting Minutes, the April Committee Meeting Minutes from the Strategic Planning Committee, Grounds and Security Committee, Treasurer's Review Committee, and Management Committee, the March 2022 Financial Reports, the Property Manager Report and the Facility Monitor April 2022 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0
2. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved to accept the grant issued by DEP in the amount of \$586,550. \$307,834 will be paid and reimbursed this fiscal year 21/22. Motion passed 5 to 0

3. On **MOTION** by Supervisor Peacock and Second by Supervisor Gianakos, the Board approved the DEP Grant (vendors/consultant) contracts provided by LG Sonic, Solitude, Kleindfelder, NovaWa, Mark Cooper, Vertex Aeration, and Meryman Environmental. Motion Passed 5 to 0
4. On **MOTION** by Supervisor Fannin and Second by Supervisor Nelson, the Board approved to change the clubhouse resident service hours to Monday through Friday 9AM to 3PM and open only the first Saturday of the month 9AM to 3 pm. Motion was amended to say the clubhouse resident service hours will be changed to Tuesday through Friday 9am to 3pm. There will be no changes to Saturdays. Motion passed 5 to 0
5. On **MOTION** by Supervisor Fannin and Second by Supervisor Nelson, the Board discussed increasing District Manager, Adriana Urbina salary to match Property Manager's Mark Cooper. Motion was rescinded
6. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin, the Board approved increasing District Manager, Adriana Urbina hourly rate to \$31.52. \$3,000 will be deducted from Misc. Landscape-Temporary staff and \$1,272 will be deducted from CIP line. Budget will be amended to reflect this change. Motion passed 5 to 0
7. On **MOTION** by Supervisor Peacock and Second by Supervisor Fannin, the Board approved to delete the staff performance bonus line. The funds are to be added to each individual line as an addition to their hourly rate. This change will be reflected in the proposed budget for fiscal year 22/23 Motion passed 5 to 0
8. On **MOTION** by Supervisor Nelson and Second by Supervisor Fannin, the Board approved to waive the 21 and over age requirement for the pool monitor position. The Board will allow Luis Martinez to use his best judgment when interviewing candidates that are under the age of 21 but not younger than 18. Motion passed 5 to 0

Meeting adjourned at 8:17PM

Respectfully submitted,

Sabrina Peacock, Treasurer/Secretary

Robb Fannin, Chair