



Date: February 6, 2024

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:**

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 6, 2024 Consent Agenda consisting of the: January 9, 2024 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 December 2023 Financial Reports and the Facility Monitor January 2024 Activity Report [was distributed separately from the Supervisor Packet]. Motion passed 5 to 0

Action Item: Property Manager, to request the release of claim from the Gambrell's be notarized.

2. On **MOTION** by Supervisor Turinsky and second by Supervisor Brown, the Board approved to remove the butterfly garden from District grounds due to lack of maintenance. Property Manager was instructed to keep any material that could be saved. Motion passed 3 to 2. Supervisor Fannin & Supervisor Gianakos Voted NO
3. On **MOTION** by Supervisor Turinsky and second by Supervisor Brown, the Board approved the purchase of a 6ft memorial swing not to exceed \$2,000. Dave Nelson will be asked to provide the verbiage for the swing plaque. Funding is to be made from the miscellaneous landscape maint. line. Motion passed 5 to 0
4. On **MOTION** by Supervisor Gianakos and second by Supervisor Fannin, the Board approved to ask the donor of the donated butterfly garden plaque if it could be gifted to Mr. Dave Nelson. Motion passed 5 to 0
5. On **MOTION** by Supervisor Turinsky and second by Supervisor Gianakos, the Board approved to retract motion #10 from Jan 9, 2024 meeting minutes. Motion passed 5 to 0
6. On **MOTION** by Supervisor Gianakos and Second by Supervisor Fannin, the Board approved to extend the General Meeting 20 minutes until 9:20PM. Motion passed 5 to 0
7. On **MOTION** by Supervisor Brown and second by Supervisor Turinsky, the Board approved a 2% salary increase for all staff per the Approved Resolution 2023-04 Lake St. Charles District Budget and Assessment Roll Adoption. This increase will take effect retroactively to October 1, 2023. Motion passed 5 to 0
8. On **MOTION** by Supervisor Brown and second by Supervisor Gianakos, the Board discussed approving a 5 year agreement with Appy Pie to continue maintaining the District's app, not to exceed \$4,500. Motion failed 5 to 0

Action Item: Property Manager, to look for app alternatives, remanded to the Strategic Planning Committee

9. On **MOTION** by Supervisor Brown and Second by Supervisor Turinsky, the Board approved updating the posted clubhouse hours to reflect District Administrator Assistant schedule. Motion passed 4 to 1 Supervisor Fannin Voted No
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|-----------|----------------|
| Monday    | 9AM to 3:30PM  |
| Tuesday   | 9AM to 3:30PM  |
| Wednesday | 1PM to 7PM     |
| Thursday  | 10AM to 3:30PM |
| Friday    | 9AM to 3:30PM  |

10. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brown, the Board approved to extend the General Meeting 5 minutes until 9:32PM. Motion passed 5 to 0

11. On **MOTION** by Supervisor Gianakos and Second by Supervisor Brown, the Board approved to paint the clubhouse using paint scheme #1 as presented. Motion passed 5 to 0

Meeting adjourned at 9:31PM

Respectfully submitted,

Marlon Brownlee, Chair

Yvonne Brown, Vice-Chair