

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
PUBLIC HEARING & REGULAR MEETING
OCTOBER 07, 2021**

CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA
OCTOBER 07, 2021 AT 6:00 P.M.
CARLTON LAKES CLUBHOUSE
LOCATED AT 11404 CARLTON FIELDS DRIVE, FL 33579

District Board of Supervisors	Chair Vice-Chair Supervisor Supervisor Supervisor	Freddy Barton Elizabeth Diaz Rena Vance Nicholle Palmer Fredrick Levatte
District Manager	Meritus Districts	Rick Reidt
District Attorney	Straley Robin Vericker	Vanessa Steinerts
District Engineer	Stantec (Interim)	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The meeting will begin at **6:00 p.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The third section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

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Carlton Lakes Community Development District

Dear Board Members:

The Public Hearing & Regular Meeting of the Board of Supervisors of the Carlton Lakes Community Development District will be held on **Thursday, October 07, 2021 at 6:00 p.m. at the Carlton Lakes Clubhouse located at 11404 Carlton Fields Drive, Riverview, FL 33579**. Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181#

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER/ROLL CALL**
- 3. PUBLIC COMMENT ON AGENDA ITEMS**
- 4. RECESS TO PUBLIC HEARING**
- 5. PUBLIC HEARING ON ADOPTING AMENDMENTS TO RECREATION CENTER POLICIES AND CLUBHOUSE USAGE AGREEMENT**
 - A. Open the Public Hearing on Adopting Amendments to Recreation Center Policies and Clubhouse Usage Agreement
 - B. Staff Presentations
 - C. Public Comment
 - D. Close the Public Hearing on Adopting Amendments to Recreation Center Policies and Clubhouse Usage Agreement
 - E. Consideration of Resolution 2022-01; Adopting Amendments to Recreation Center Policies And Clubhouse Usage Agreement.....Tab 01 Page 05
- 6. RETURN AND PROCEED TO REGULAR MEETING**
- 7. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager.....Tab 02 Page 12
 - i. Action Item List
 - ii. Community Inspection Report
- 8. BUSINESS ITEMS**
 - A. Consideration of Grant of Temporary Construction and Access Easement to Eisenhower Property Group, LLC for Booster Pump Construction.....Tab 03 Page 22
 - B. Consideration of Grant of Perpetual Utility Easement to Hillsborough County for Booster Pump Access and Maintenance.....Tab 04 Page 30
 - C. Consideration of Bench Seating Proposals.....Tab 05 Page 35
 - D. Consideration of Pine Lake Equipment Storage.....Tab 06 Page 43
 - E. Consideration of Janitorial Services Agreement – The Perfect Klean.....Tab 07 Page 56
 - F. Consideration of CDD & HOA Facility Use Agreement.....Tab 08 Page 64
 - G. Consideration of Camera Connection to Office TV & WiFi Expansion.....Tab 09 Page 74
 - H. Discussion on Hispanic Heritage Event Usage of Outdoor Tables
 - I. Discussion on Enforcement of Public Roads within Carlton Lakes CDD
 - J. Discussion on Providing Propane for Resident Use on Community Grill
 - K. General Matters of the District
- 9. CONSENT AGENDA**
 - A. Consideration of Minutes of the Board of Supervisors Workshop August 19, 2021.....Tab 10 Page 86
 - B. Consideration of Minutes of the Regular Meeting September 02, 2021Tab 11 Page 89
 - C. Consideration of Operation and Maintenance Expenditures April 2021Tab 12 Page 95
 - D. Consideration of Operation and Maintenance Expenditures May 2021Tab 13 Page 166
 - E. Consideration of Operation and Maintenance Expenditures July 2021Tab 14 Page 230
 - F. Consideration of Operation and Maintenance Expenditures August 2021Tab 15 Page 307
 - G. Review of Financial Statements Month Ending August 31, 2021Tab 16 Page 382
- 10. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 12. ADJOURNMENT**

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

Rick Reidt,
District Manager