

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
MAY 6, 2021**

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

District Board of Supervisors	Chairman	Freddy Barton
	Vice-Chairman	Elizabeth Diaz
	Supervisor	Rena Vance
	Supervisor	Nicholle Palmer
	Supervisor	Fredrick Levatte
District Manager	Meritus Districts	Rick Reidt
District Attorney	Straley Robin Vericker	Dana Collier
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.

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.

Board of Supervisors
Carlton Lakes Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Carlton Lakes Community Development District will be held on **Thursday, May 6, 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. 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. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - i. Discussion on Code of Civility.....Tab 01
 - ii. Discussion on CDD Encroachment Agreements.....Tab 02
 - iii. Discussion on RFP for Landscape Maintenance*Under Separate Cover*
 - a. Draft Bid Package
 - iv. Consideration of Resolution 2021-05; Revised Spending Resolution.....Tab 03
 - B. District Engineer
 - i. Discussion on Water Table 6 Outfall Structure Failure.....*Under Separate Cover*
 - C. District Manager.....Tab 04
- 5. BUSINESS ITEMS**
 - A. Consideration of Resolution 2021-06; Approving Proposed FY 2022 Budget & Setting Pubic Hearing.....Tab 05
 - B. Discussion on ADA Chairlift.....Tab 06
 - C. Discussion on Furniture Recommendations.....Tab 07
 - D. Discussion on Screen Room Rental.....Tab 08
 - E. Announcement of Annual Notice of Qualified Electors.....Tab 09
 - F. General Matters of the District
- 6. CONSENT AGENDA**
 - A. Consideration of Minutes of the Regular Meeting April 01, 2021.....Tab 10
 - B. Consideration of Operation and Maintenance Expenditures March 2021Tab 11
 - C. Review of Financial Statements Month Ending March 31, 2021Tab 12
- 7. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 9. 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