

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

November 03, 2022, Minutes of the Public Hearing and Regular Meetings

MINUTES OF THE PUBLIC HEARING AND REGULAR MEETINGS

The Public Hearing and Regular Meetings of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, November 03, 2022, at 6:00 p.m.** at the Carlton Lakes Clubhouse located at 11410 Carlton Fields Dr., Riverview, FL 33579.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by District Manager Rick Reidt.

2. CALL TO ORDER/ROLL CALL

Rick Reidt call to order for the Public Hearing and Regular Meetings of the Board of Supervisors of Carlton Lakes Community Development District on **Thursday, November 03, 2022, at approximately 6:00 p.m.**

Board Members Present and Constituting a Quorum:

Freddy Barton	Chair
Elizabeth Morales Diaz	Vice-Chairman <i>(re-elected in the Landowner's Election Meeting)</i>
Nicholle Palmer	Supervisor
Rena Vance	Supervisor

Staff Members Present:

Rick Reidt	District Manager, Inframark
Fredrick Levatte	Operations Manager
Vanessa Steinerts	District Counsel, Straley & Robin, P.A.
John Amarosa	Pine Lake

There were five (5) residents audience member in attendance.

3. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

4. RECESS TO PUBLIC HEARING

Mr. Reidt directed the Board to recess to Public Hearing.

5. PUBLIC HEARING ON AMENDING RECREATIONAL AMENITIES RULES POLICIES

A. Open the Public Hearing on Amending Recreational Amenities Rules Policies

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MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Diaz
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. Staff Presentation

57 Ms. Steinert reviewed the documents with the Board and discussed any needed adjustments.

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59 **C. Public Comment**

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61 There was no public comment.

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63 **D. Consideration of Resolution 2023-01; Adopting Fitness Center Policy and Annual**
64 **Non-Resident User Fee**

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66 The Board reviewed and discussed the resolution.

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MOTION TO:	Approve Resolution 2023-01.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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75 **E. Close the Public Hearing on Amending Recreational Amenities Rules Policies**

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MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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88 **6. RETURN AND PROCEED TO THE REGULAR MEETING**

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90 Mr. Reidt directed the Board to proceed to the regular meeting.

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92 **7. BUSINESS ITEMS**

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94 **A. Consideration of Resolution 2023-02; Authorizing Organization**
95 **Attestation Form-Credit Card**

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97 The Board reviewed and discussed the resolution.

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MOTION TO:	Approve Resolution 2023-02.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. Consideration of Resolution 2023-03; Adopting Amended Budget FY 2021-2022

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108 The Board reviewed and discussed the resolution. Multiple discussions took place and confusion
109 over reading documents. Ms. Steinerts indicate the resolution was not required as the District did
110 not overspend the year of 2022.

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112 The Board tabled the resolution for more information. The discussion will continue the on a
113 continued meeting at the Workshop.

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115 **C. Discussion on HVAC Agreement**

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117 The Board reviewed and discussed the HVAC Agreement.

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MOTION TO:	Approve the HVAC Agreement.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Palmer
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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D. Discussion on Fitness Center

The Board reviewed and discussed the fitness center.

MOTION TO:	Approve the Fitness Center 1 year agreement.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

E. Discussion Pergola Lights Carlton Lakes

Mr. Levatte reviewed pergola lights with the Board and no action taken.

F. Discussion on Holiday Lighting Proposal

The discussion on holiday lighting reported track lighting to be installed by Thanksgiving and the Board will purchase wreaths and needed material to decorate.

G. General Matters of the District

There were various of items discussed on general matters.

8. VENDOR/STAFF REPORTS

A. Pine Lake Nursery

- i. Discussion on Invoice 1457*
- ii. Community Inspection Report*

Mr. Amarosa from Pine Lake presented a landscape report and discussed it with the Board.

Mr. Amarosa provided the invoice and briefly discussed invoice #1457 with the Board.

MOTION TO:	Approve to pay the Invoice #1457.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None further
RESULT:	Called to a Vote: Motion PASSED 4/0 - Motion Passed Unanimously

173 A drafted resident letter for HOA with CDD legal approval for Pine Lake resident work.

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175 Mr. Barton requested to have pages 25 through 29 removed as it was mistakenly put in the agenda.

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178 **B. District Counsel**

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180 There was no District Counsel report currently.

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182 **C. District Engineer**

183 *i. Discussion on Weir*

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185 The Board wants to review warranty on weir repair.

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187 **D. District Manager**

188 *ii. Community Inspection Report*

189 *iii. Community Action Item List*

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191 The District Manager reviewed the reports with the Board.

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193 **E. On-Site Operations Manager**

194 *i. Action Item List*

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196 There were no on-site operations manager action item report.

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198 **9. CONSENT AGENDA**

199 **A. Consideration of Minutes of the Board of Supervisors Regular Meeting October 06,**

200 **2022**

201 **B. Consideration of Operation and Maintenance Expenditures September 2022**

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203 The Board reviewed the meeting minutes from October 06 and Operations & Maintenance

204 Expenditures for September 2022.

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MOTION TO: Approve Consent Agenda Items A through B.

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MADE BY: Supervisor Barton

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SECONDED BY: Supervisor Palmer

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DISCUSSION: None further

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RESULT: Called to a Vote: Motion PASSED

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4/0 - Motion Passed Unanimously

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213 **C. Review of Financial Statements Month Ending September 30, 2022**

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215 The Board reviewed the financial statements month ending September 30 and tabled due a
216 questionable Verizon invoice.

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218 **10. SUPERVISOR REQUESTS**

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220 Ms. Vance need agendas out on time.

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222 Mr. Barton documented no confidence in Inframark accounting practices.

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224 **11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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226 There were several audience comments or questions discussed with the Board.

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228 **12. ADJOURNMENT**

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MOTION TO:	Recess and reconvene meeting on the 17th at 6pm to complete review of amended Budget to then proceed with conducting a workshop.
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MADE BY:	Supervisor Barton
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SECONDED BY:	Supervisor Palmer
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DISCUSSION:	None further
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RESULT:	Called to a Vote: Motion PASSED
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	4/0 - Motion Passed Unanimously
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**Please note the entire meeting is available on disc.*

**These minutes were done in a summary format.*

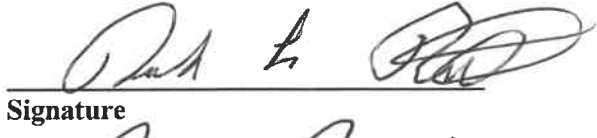
**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 12/1/2022.


Signature

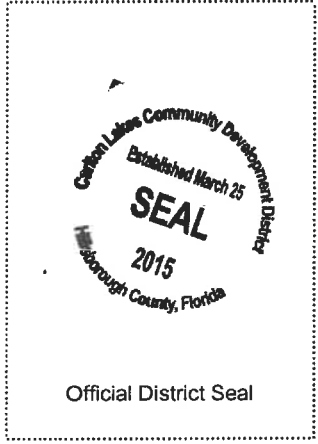
Elizabeth Diaz
Printed Name


Title:
 Chair
 Vice-Chair


Signature

Rick Bold
Printed Name

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator

Signature
12/6/2022
Date