

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
MARCH 02, 2023**

CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA
MARCH 02, 2023, AT 6:00 P.M.
CARLTON LAKES CLUBHOUSE
LOCATED AT 11404 CARLTON FIELDS DRIVE, FL 33579

District Board of Supervisors	Supervisor Supervisor Supervisor Supervisor Supervisor	Freddy Barton Elizabeth Diaz Rena Vance Nicholle Palmer Vacant
District Manager	Inframark	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 Regular Meetings of the Board of Supervisors of the Carlton Lakes Community Development District will be held on **Thursday, March 02, 2023, 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#

REGULAR MEETING OF BOARD OF SUPERVISORS

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER/ROLL CALL

3. PUBLIC COMMENT ON AGENDA ITEMS

4. PINE LAKES..... Tab 01 Page 04

i. Community Inspection Report

ii. Landscaping Enhancements

5. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager Tab 02 Page 62

i. Action Item List

D. On-Site Operations Manager

6. BUSINESS ITEMS

A. Discussion on MHD Proposals Tab 03 Page 63

B. Discussion on Video Surveillance Upgrade Proposal Tab 04 Page 76

C. Discussion on Pool Maintenance Tab 05 Page 83

D. Discussion on Encroachment Agreement Tab 06 Page 97

E. Discussion on Bench Proposal Tab 07 Page 103

F. Consideration of Fitness Center Liability Waiver Form 2023..... Tab 08 Page 104

G. General Matters of the District

7. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Regular Meeting February 02, 2023, Tab 09 Page 106

B. Consideration of Minutes of the Board of Supervisors Workshop February 16, 2023,..... Tab 10 Page 112

C. Consideration of Operation and Maintenance Expenditures September 2022 Tab 11 Page 115

D. Consideration of Operation and Maintenance Expenditures October 2022..... Tab 12 Page 147

E. Consideration of Operation and Maintenance Expenditures November 2022..... Tab 13 Page 250

F. Review of Financial Statements Month Ending November 30, 2022,..... Tab 14 Page 337

G. Consideration of Operation and Maintenance Expenditures December 2022 Tab 15 Page 467

H. Review of Financial Statements Month Ending December 31, 2022, Tab 16 Page 553

I. Consideration of Operation and Maintenance Expenditures January 2023 *Under Separate Cover*

J. Review of Financial Statements Month Ending January 31, 2023, *Under Separate Cover*

8. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

10. 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