

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

February 02, 2023, Minutes of the Regular Meeting

MINUTES OF THE REGULAR MEETING

The Regular Meetings of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, February 02, 2023, at 6:00 p.m.** at the Carlton Lakes Clubhouse located at 11410 Carlton Fields Dr., Riverview, FL 33579.

1. PLEDGE OF ALLEGIANCE

Mr. Barton led the pledge of allegiance.

2. CALL TO ORDER/ROLL CALL

Rick Reidt call to order for the Regular Meeting of the Board of Supervisors of Carlton Lakes Community Development District on **Thursday, February 02, 2023, at 6:06 p.m.**

Supervisors Present of the meeting:

Freddy Barton	Chair	<i>(via conference call)</i>
Rena Vance	Supervisor	
Nicholle Palmer	Supervisor	
Elizabeth Morales Diaz	Supervisor	

Staff Members Present:

Rick Reidt	District Manager, Inframark
Tonja Stewart	District Engineer, Stantec
Joy Blocker	Manager of Accounting, Inframark
John Amarosa	Pine Lake

There were no resident audience members in attendance.

3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

4. PINE LAKES

- i. Community Inspection Report*
- ii. Landscaping Enhancements*

Mr. Amarosa reviewed landscape inspection with the Board along with the following quotes.

The Board reviewed the quote #1868 for Triangle Zone Split for \$1,348.00.

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MOTION TO:	Approve the quote #1868 for Triangle Zone Split in the amount of \$1,348.00.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Diaz
DISCUSSION:	None further
RESULT:	Called to a Vote: Motion PASSED 4/0 - Motion Passed Unanimously

The Board reviewed quote #1995 and no action needed.

Check leaning trees on Arbor Pines near mailboxes and get a quote or repair.

The Board reviewed quote #1990 for spickets in the amount of \$743.75

MOTION TO:	Approve the quote #1990 for spickets in the amount of \$743.75.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Palmer
DISCUSSION:	None further
RESULT:	Called to a Vote: Motion PASSED 4/0 - Motion Passed Unanimously

The Board reviewed quote #1994 for removal of palm in the amount of \$405.00

MOTION TO:	Approve the quote #1994 for removal of palm in the amount of \$405.00.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None further
RESULT:	Called to a Vote: Motion PASSED 4/0 - Motion Passed Unanimously

89 The Board reviewed quote #1952 for Aeration in the amount of \$670.00
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91	MOTION TO:	Approve the quote #1952 for Aeration in the amount of
92		\$670.00.
93	MADE BY:	Supervisor Barton
94	SECONDED BY:	Supervisor Vance
95	DISCUSSION:	None further
96	RESULT:	Called to a Vote: Motion PASSED
97		4/0 - Motion Passed Unanimously

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99 Mr. Amarosa responded to questions by Ms. Paler on irrigation maintenance.
100

101 5. VENDOR/STAFF REPORTS

102 A. District Counsel

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104 The District Counsel was not present and no reports currently.
105

106 B. District Engineer

107
108 Tonja Stewart addressed needs of the community with the Board.
109

- 110 - A conversation ensued on the good conditions of outflow on table 6 and photos were
111 provided to the Board.
- 112
- 113 - The Weir is in good shape.
- 114
- 115 - Mr. Reidt to provide Ansbro and Alljax agreements to the Board.
- 116
- 117 - The Board reviewed billing questions with Ms. Stewart.
118

119 C. District Manager

120 i. Action Item List

121 D. On-Site Operations Manager

122
123 Joy Blocker was present and addressed additional Board member questions.
124

125 Ms. Blocker reviewed financials with the Board.
126

127 Mr. Reidt advised the Board of need to find a new pool maintenance company by request of current
128 vendor. He has requested quotes.
129

130 *Mr. Barton exited the meeting at 6:57pm.*
131

132 Mr. Reidt reviewed various items on action item list and reviewed construction by Water Matters on
133 the pump station.

134 Mr. Levatte responded to various questions from the Board.

135

136 **6. BUSINESS ITEMS**

137 **A. Discussion on Resident Resumes**

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139 The Board reviewed and discussed on resumes for vacant seat was tabled. Continue to post on boards
140 and website.

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142 **B. Discussion on Pool Pump Area Drainage Proposal**

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144 The Board reviewed and discussed the pool pump drainage issue and quote from Site Masters.

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146	MOTION TO:	Approve the pool pump drainage quote from Site
147		Masters for \$1,400.
148	MADE BY:	Supervisor Vance
149	SECONDED BY:	Supervisor Palmer
150	DISCUSSION:	None further
151	RESULT:	Called to a Vote: Motion PASSED
152		3/0 - Motion Passed Unanimously

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154 **C. Discussion on Pool Lights Replacements Proposal**

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156 The Board reviewed and discussed the pool light replacements proposal from AllTec.

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158	MOTION TO:	Approve the pool light replacements proposal from All
159		Tec for \$956.00.
160	MADE BY:	Supervisor Diaz
161	SECONDED BY:	Supervisor Vance
162	DISCUSSION:	None further
163	RESULT:	Called to a Vote: Motion PASSED
164		3/0 - Motion Passed Unanimously

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166 **D. Discussion on Staff Credit Card**

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168 Mr. Reidt reviewed status of credit card with the Board.

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170 **E. General Matters of the District**

171

172 Mr. Reidt reviewed Trim Linge invoice and Board approve minus late charges.

173

174 Mr. Lavette to get True Colors quote for additional paint.

175

176 Mr. Lavette to investigate gate for parking lot.

177
178 Mr. Reidt to check on Fitness Center sign off with Mark Straley.

179
180 A review with the card shut off and reset plans with the Board and will communicate by postings
181 and on town square.

182
183 A discussion ensued on shut down between holidays of track lighting and consensus was not
184 reached by motion.

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186 **7. CONSENT AGENDA**

187 **A. Consideration of Minutes of the Board of Supervisors Regular Meeting January 05,**
188 **2023**

189 **B. Consideration of Minutes of the Board of Supervisors Workshop January 19, 2023**

190
191 The Board reviewed the consent agenda items A and B.

MOTION TO:	Approve meeting minutes for the Regular Meeting on January 05, 2023, and the Workshop Meeting on January 19, 2023.
MADE BY:	Supervisor Diaz
SECONDED BY:	Supervisor Palmer
DISCUSSION:	None further
RESULT:	Called to a Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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202 **C. Consideration of Operation and Maintenance Expenditures September -November**
203 **2022**

204 **D. Review of Financial Statements Month Ending November 2022**

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206 The Board tabled the Operations and Maintenance Expenditures from September thru November

207
208 **8. BOARD OF SUPERVISOR REQUESTS AND COMMENTS**

209
210 There were no additional supervisor questions or comments.

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212 **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

213
214 There were no audience questions or comments.

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216 **10. ADJOURNMENT**

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218 Mr. Reidt declared the meeting adjourned at 8:05 P.M.

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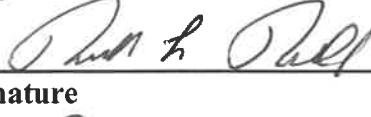
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224 **Please note the entire meeting is available on disc.*
225
226 **These minutes were done in a summary format.*
227
228 **Each person who decides to appeal any decision made by the Board with respect to any matter*
229 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
230 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

231 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
232 **noticed meeting held on 3/2/2023.**

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234 
235 **Signature**

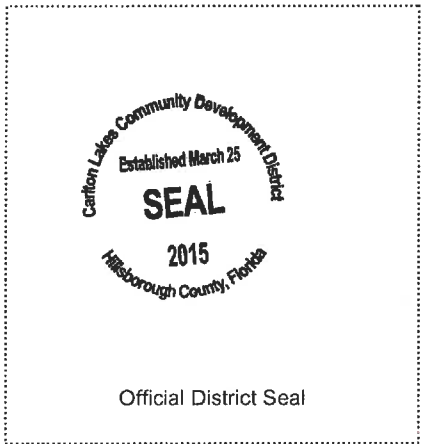
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237 Elizabeth Diaz
238 **Printed Name**


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240 **Title:**
241 **Chair**
242 **Vice-Chair**

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235 **Signature**

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237 Rick L. Reidt
238 **Printed Name**

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240 **Title:**
241 **Secretary**
242 **Assistant Secretary**



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245 *Recorded by Records Administrator*
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247 **Signature**
248 3/6/2023
249 **Date**
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