

January 4, 2024

CARLTON LAKES CDD

43 **i. Pine Tree Removal on Balm RD**

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On MOTION by Mr. Barton seconded by Ms. Vance, with all in favor, Pine Lake Proposal #3144 in the amount of \$1,625 for the removal of a Pine tree on Balm Road, was approved. 5-0

49 **ii. Proposals from Inspection**

- 50 • Mr. Miranda will resend the quote for *Arbacola* at entry for review and suggest a pathway
- 51 for quote #3182 in the amount of \$512.50 at the next meeting.

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53 **iii. Fertilization and Pest Treatments**

- 54 • The *LadyBug365 Pest and Lawn* service report was discussed.
- 55 • Fertilization activity should continue to be in the agenda for each meeting.
- 56 • Irrigation monthly inspections should be emailed to Mr. Reidt for distribution to Ms. Vance
- 57 and Mr. Levatte for consistency.

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59 **FIFTH ORDER OF BUSINESS**

Attorney's Report

- 60 • Ms. Hopkinson reviewed a request by the Board for the amendment to the Inframark
- 61 agreement, requiring 60-day invoices and no delays with agenda packages completed and
- 62 correctly distributed a week prior to meeting, to allow time for review.
- 63 • There was discussion on easement encroachments. Ms. Hopkinson will provide copies of all
- 64 completed to Ms. Diaz.
- 65 • The Board requested that the comment section on the agenda be moved immediately
- 66 following audience comments on future agenda packages. This will be completed starting
- 67 with the next meeting pursuant to the decision of Mr. Barton.
- 68 • Mr. Barton requested a monthly call to discuss needed items minimizing legal budgetary
- 69 costs. Mr. Reidt recommended a *Microsoft Teams* meeting with Mr. Barton approximately
- 70 ten days prior to the meeting at Mr. Barton's discretion.
- 71 • Concern was expressed over delays in legal cost billing. The Board would like this to stay
- 72 more current. The goal is to minimize legal costs as part of the budget savings.

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77 **SIXTH ORDER OF BUSINESS**

Manager's Report

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- 78 • Fence repair from hurricane damage was discussed with the Board. Mr. Reidt confirmed,
- 79 this will take place tomorrow and Saturday.
- 80 • Printed budget and Assessment Methodology from 2021 to 2024 was reviewed.
- 81 • Status of Line of Credit which is at \$194,000 total on a three year pay back was discussed.
- 82 • Salary increases for part-time staff, managers and consideration of evaluation results were
- 83 reviewed.

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85 On MOTION by Mr. Barton seconded by Ms. Diaz, with all in favor, it a
86 2.5% cost of living increase for all staff effective October 1, 2023,
87 awaiting Board review of financials and cash balance against aging report,
88 was approved as discussed. 5-0

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90 On MOTION by Ms. Snelling seconded by Ms. Diaz, with Ms. Snelling,
91 Ms. Diaz and Mr. Barton voting aye, and Ms. Vance and Ms. Palmer
92 voting nay, the amended motion for a 3% cost of living increase for all
93 staff retroactive from October 1, 2023, was approved. 3-2

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- 95 • Mr. Reidt explained the overtime invoice from Inframark, and the Board was opposed due to
- 96 delay in processing. Mr. Reidt explained the process with Inframark’s reasons for delays
- 97 and his direction to hold due to cash situation of the District. Systems now in place for two
- 98 months turn around. The Board felt all billings need to be timely as per contract.
- 99 • A review determined there is no requirement in the contract for timely billing. It was
- 100 mentioned that it was a breach of contract, but it is not. The Board wanted to ensure Mr.
- 101 Reidt’s portion was whole, and he was paid, but they will contest the Inframark portion.
- 102 • Needing to control legal fees, more prompt invoicing and moving legal to top of meeting
- 103 limit to one hour was discussed. Mr. Barton suggested legal briefings prior to the meetings
- 104 to discuss agenda related matters and Inframark billable hours.

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106 On MOTION by Mr. Barton seconded by Ms. Palmer, with all in favor,
107 the Board shall not entertain any invoices and/or expenses not currently
108 budgeted for a period of four-months duration, as discussed. 5-0

109 **SEVENTH ORDER OF BUSINESS**

Onsite Manager's Report

- 111 • Sidewalks, electrical needs and staffing hours were reviewed.

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113 *The record shall reflect Mr. Barton left the meeting.*

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115 **EIGHTH ORDER OF BUSINESS**

Engineer's Report

116 There being no report, the next order of business followed.

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 118 **NINTH ORDER OF BUSINESS** **Action Items**
 119 **A. Discussion on Review of Spending Authority**
 120 **B. Ratification of Final Endorsed Bridge Line of Credit**
 121 No action required with these items. Mr. Reidt will bring back ratification online of credit in
 122 February with more information.

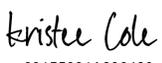
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 124 **TENTH ORDER OF BUSINESS** **Consent Agenda**
 125 **A. Approval of Minutes of the December 7, 2023, Regular Meeting**

On MOTION by Ms. Diaz seconded by Ms. Palmer, with all in favor, the Minutes of the December 7, 2023 regular meeting, were approved. 4-0

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 130 **B. Consideration of Operation and Maintenance Expenditures of September-**
 131 **November 2023**
 132 **C. Acceptance of the Financials of the Check Register for November 2023**
 133 Items B and C were tabled to the next meeting.

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 135 **ELEVENTH ORDER OF BUSINESS** **Public Comments (Continued)**
 136 An audience member commented on community appearance and sidewalks.

137 **TWELFTH ORDER OF BUSINESS** **Adjournment**
 138 There being no further business, Mr. Reidt adjourned the meeting at 8:17 p.m.

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 140 DocuSigned by:

 141 69155831A236429...
 142 Kristee Cole
 143 District Manager

DocuSigned by:

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 Freddy Barton
 Chairperson