

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
JANUARY 06, 2022**

CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA
JANUARY 06, 2022 AT 6:00 P.M.
CARLTON LAKES CLUBHOUSE
LOCATED AT 11404 CARLTON FIELDS DRIVE, FL 33579

District Board of Supervisors	Chair Vice-Chair Supervisor Supervisor Supervisor	Freddy Barton Elizabeth Diaz Rena Vance Nicholle Palmer Fredrick Levatte
District Manager	Meritus Districts	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.

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.

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, January 06, 2022 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#

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER/ROLL CALL**
- 3. PUBLIC COMMENT ON AGENDA ITEMS**
- 4. LANDSCAPE DISCUSSION WITH PINE LAKE NURSERY & LANDSCAPE**
- 5. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - i. Discussion on Management Grade Sheet
 - ii. Discussion on Towing Policy.....Tab 01
 - B. District Engineer
 - i. Discussion on Weir Repair.....Tab 02
 - C. District Manager
 - i. Action Item List.....Tab 03
- 5. BUSINESS ITEMS**
 - A. Discussion on Pergola and Amphitheater Electrical
 - B. General Matters of the District
- 6. CONSENT AGENDA**
 - A. Consideration of Minutes of the Board of Supervisors Meeting December 02, 2021..... Tab 04
 - B. Consideration of Operation and Maintenance Expenditures November 2021..... *Under Separate Cover*
 - C. Review of Financial Statements Month Ending November 30, 2021..... Tab 05
- 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

**Carlton Lakes CDD
Parking and Towing Policy**

The Carlton Lakes Community Development District (the “**District**”) has adopted the following policy (the “**Policy**”) regarding the parking and towing of vehicles or vessels of any kind (as defined by Section 715.07, Florida Statutes) located on District-Owned Property, described and/or depicted as follows:

Hillsborough County Property Appraiser’s Folio #077796-0888
Tract 200B, Carlton Lakes Phase 1C-1, as shown on the plat thereof recorded at Plat Book 136, Page 3, public records of Hillsborough County, Florida

Hillsborough County Property Appraiser’s Folio #077796-0492
Tracts P1, P2, PA, 100A, 100B, 200B, L1, L2, L3, Carlton Lakes Phase 1A, 1B-1, and 1B-2, as shown on the plat thereof recorded at Plat Book 126, Page 228, public records of Hillsborough County, Florida

Hillsborough County Property Appraiser’s Folio #077796-0496
Tracts PB and PC, Carlton Lakes Phase 1A, 1B-1, and 1B-2, as shown on the plat thereof recorded at Plat Book 126, Page 228, public records of Hillsborough County, Florida

Hillsborough County Property Appraiser’s Folio #077775-2204
Tracts A and B, Carlton Lakes West 2, as shown on the plat thereof recorded at Plat Book 134, Page 172, public records of Hillsborough County, Florida

Hillsborough County Property Appraiser’s Folio #077788-1776
Tract A, Carlton Lakes West Phase 2B, as shown on the plat thereof recorded at Plat Book 131, Page 1, public records of Hillsborough County, Florida

Hillsborough County Property Appraiser’s Folio #077788-1542
Tract A, B, C, and D, Carlton Lakes West Phase 1 and 2A, as shown on the plat thereof recorded at Plat Book 129, Page 156, public records of Hillsborough County, Florida

(the “**District Owned Property**”).

The term District-Owned Property shall include all common areas and sidewalks located adjacent to the Amenity Property, and the grass strip between sidewalk and any roadway located adjacent to the District-Owned Property. This Policy is in addition to, and exclusive of, various state laws, county regulations, or homeowners' association standards governing parking.

1. There shall be no parking of vehicles or vessels at any time on District-Owned Property, except that parking is allowed during permitted hours only in or on a properly posted Parking Area in accordance with this Policy.
2. No automobiles, motorcycles, or vehicles of any kind or nature may be parked overnight on District-Owned Property designated as a Parking Area.
3. Any vehicle or vessel parked with ½ a tire width or more of a tire on the grass of the District-Owned Property is in violation of this Policy or applicable regulatory requirements and shall be towed, at the sole expense of the owner, in accordance with applicable laws and regulations (including Section 715.07, Florida Statutes).
4. Upon discovery of a violation, the towing operator with whom the District enters into a towing authorization agreement shall photograph the evidence of such violation and may then tow the vehicle or vessel from District-Owned Property in accordance with said agreement.
5. The towing operator may not patrol the District-Owned Property for violations of this Policy (roam towing) but must receive authorization to tow from the District Manager or District Chair.

This policy was adopted by Resolution No. 2022-_____ on _____, 2022

AllJax, Inc.
 28455 Johnston Rd
 Dade City, FL 33523 US
 (727) 457-5380
 alljaxinc@gmail.com

Estimate



ADDRESS
Tonja Stewart

ESTIMATE #	DATE
1339	12/30/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Excavation service	demo/excavate two large culverts to allow water to flow and help prevent back ups and increase flow . grade out spoils and haul off culverts/debris. excavate/grade in swale on back side of pond structure for water to flow to near by creek. line/lay concrete bag in swale and back side of structure and pond embankments to help prevent future erosion. this include material needed and disposal cost	1	16,500.00	16,500.00

SUBTOTAL	16,500.00
TAX	0.00
TOTAL	\$16,500.00

Accepted By

Accepted Date

Carlton Lakes Action Items

January Meeting

Action Item Description	Responsible	Open Date	Date Due	Status	Comments
Bench's at least two per walk around two lakes.	District Manager	5/1/21	Open		DM to order Benches including one for clubhouse and Neptune to install pads with staff installing benches. Waiting until Staff is in place.
Amphitheatre Power Source and Pergola Lights	District Manager	6/3/21	Open		Obtain additional quotes. Requests for quotes out but no response due to holidays.
Repair of Crack in entry by screen room in concrete and epoxy painting of concrete walkways	Facility Mgr.	4/15/21	TBD		Pending.
Weir on Water Table 6 Failed due to hurricane waters.	Tonja Stewart	7/9/21	Open		Tonja will discuss status during meeting.
Golf Cart Purchase	Chair	7/1/21	Open		Purchase pending storage area.
Chase Repairs	DM	7/23/21	Open		Will Contact Manufacture to Repair in winter.
Pine Lake Storage Area	Pine Lake DM	9/3/21	Open		Working with engineer and legal to finalize
Revisit of HCSO Service	DM	11/4/21	Open		Security company costs were visited during the November Meeting and Staff asked for HCSO cost. Management will recommend FHP as alternative.
Facility Manager Resignation without notice.	DM	11/23/21	Open		Current Manager resigned 11/23 with no notice. Over the holidays with multiple site postings receiving more resumes and will inter view on the 6th and 7th with wage discussion with the Board.
OM Meritus Credit	DM	12/2/21	Open		DM working with Eric to obtain proper credits and then they will be provided to the Board.
Towing Policy	Legal	12/2/21	Open		Legal to prepare towing policy. Towing company still has not provided signed agreement with three requests.
Meritus Evaluation	Legal	12/2/21	Open		Legal to prepare evaluation for the Board.

January 20th Workshop Purpose	Board	1/3/21	Open		Discussion with Board on Topic or Topics for Workshop.
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**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

December 2, 2021 Minutes of the Regular Meeting

Minutes of the Board of Supervisors Regular Meeting

The Regular Meeting of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, December 2, 2021 at 6:00 p.m.** at the Carlton Lakes Clubhouse located at 11410 Carlton Fields Dr., Riverview, FL 33579.

1. PLEDGE OF ALLEGIANCE

Supervisor Levatte led the Pledge of Allegiance.

2. CALL TO ORDER/ROLL CALL

Rick Reidt called the Regular Meeting of the Board of Supervisors of Carlton Lakes Community Development District to order on **Thursday, December 2, 2021 at approximately 6:00 p.m.**

Supervisors Present and Constituting a Quorum at the onset of the meeting:

Freddy Barton	Chair	<i>arrived at approximately 6:15 p.m.</i>
Fredrick Levatte	Supervisor	
Nicholle Palmer	Supervisor	
Rena Vance	Supervisor	

Staff Members Present:

Rick Reidt	District Manager, Meritus	
Vanessa Steinerts	District Counsel, Straley Robin Vericker	
Tonja Stewart	District Engineer, Stantec	<i>via conference call</i>
John Amarosa	Pine Lake Nursery	
Joey Muniz	Pine Lake Nursery	

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.

44 **4. VENDOR/STAFF REPORTS**

45 **A. District Engineer**

46
47 Ms. Stewart reviewed the weir cutbacks and went over the need to get proper work on the weir on
48 Table 6. Ms. Stewart provided one quote for the cutbacks for \$3,000. Mr. Reidt checked with
49 Michael from Pine Lake, and he stated they do not do wet mow. During the meeting, Mr. Amarosa
50 stated they could do that, but it would not be lower than the quote the District had in hand.

51
52 *Supervisor Barton arrived at the meeting while Ms. Stewart was reporting.*

53
54 The Board discussed the weir cutbacks.

MOTION TO:	Approve the cutbacks needed by the contractor bidding the weir repair for \$3,000.
MADE BY:	Supervisor Palmer
SECONDED BY:	Supervisor Levatte
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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64 Supervisor Levatte stated that there is soft ground on the other side of Table 6. The Engineer will check
65 on the reason for the soft ground.

66
67 **B. District Counsel**

68
69 There was nothing additional to report from Counsel.

70
71 **C. District Manager**

- 72 **i. Action Item List**
73 **ii. Community Inspection Report**

74
75 Mr. Reidt reviewed the action item list and community inspection report with the Board. It was
76 noted that a dog station was struck by a mower and another dog station in the Balm Rd. area is
77 missing the top canister, which is in the office. Pine Lake will review and work with Mr. Reidt for
78 repair. The fence on Balm Riverview needs to be removed; the District will not be reviewing it
79 further. Mr. Reidt will do a chase count and get a repair quote from the manufacturer.

80
81 Supervisor Barton asked for Pine Lake representatives Mr. Amarosa and Mr. Muniz for updates.
82 They stated that the ants in the beds and turf have been treated. Mr. Muniz explained the process for
83 treating, which involves leaving the mounds and then raking or mowing them down once the colony
84 is dead. It was noted that the action item of curb repair sinking is needed. Mr. Muniz will send Mr.
85 Reidt a location to report it to the County. Supervisor Levatte noted that he wants to be part of the
86 ride-through with Mr. Roberts during the landscape reviews. Mr. Muniz will review the colored
87 cycle map with Supervisor Levatte. The Board also requested for grasses to be trimmed off of the
88 sidewalks and for mulch to be added by the sidewalk.

89

90 Mr. Reidt will have Pine Lake at the top of the agenda so they do not need to sit through the entire
91 meeting moving forward.

92
93

94 **5. BUSINESS ITEMS**

95 **A. Consideration of Pergola and Amphitheater Electrical**

96

97 The Board tabled this item in order to get more quotes.

98

99 **B. Consideration of License Agreement for Pine Lake Equipment Storage**

100

101 The Board discussed and agreed to move forward with the already endorsed and approved agreement.
102 Pine Lake will proceed.

103

104 **C. Consideration of Pool Pump Motor**

105

106 The Board reviewed the pool pump motor proposal.

107

MOTION TO:	Have Supervisor Barton and Mr. Reidt meet with Pool Works and review, and then the Chair may approve the not-to-exceed lower amount.
MADE BY:	Supervisor Vance
SECONDED BY:	Supervisor Levatte
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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D. Consideration of Facility Use Agreement

The Board discussed the Facility Use Agreement with Ms. Steinerts and approved it by consensus.

E. Consideration of Security Services

The Board discussed security services and decided that HCSO is too costly. They requested more competitive bids from security companies and wanted to invite Securiteam and have all vendors present at the January meeting.

F. General Matters of the District

The Board would like to do a review of staffing and part-time staff. More attention is needed to staff attendance and staying busy since no management is on site, and corrective action should be utilized as needed. The Board also reviewed manager pay, the possibility of outsourced staffing, and current resumes. They would like to expand the request for resumes to Indeed and Monster.

Schedule adjustments for Mike were requested for 10:00 a.m. to 4:00 p.m. Wednesday – Sunday with other staff covering the days and evenings, starting on Monday.

136
137 Ms. Steinerts will develop a grading sheet for Meritus. Supervisor Barton would like to survey the
138 community on Meritus's performance.
139

140
141 **6. CONSENT AGENDA**

142 **A. Consideration of Minutes of the Regular Meeting November 4, 2021**

143
144 The Board reviewed the minutes.
145

MOTION TO:	Approve the meeting minutes for November 4, 2021.
MADE BY:	Supervisor Barton
SECONDED BY:	Supervisor Vance
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

152
153 **B. Consideration of Operations and Maintenance Expenditures October 2021**

154 **C. Review of Financial Statements Month Ending October 31, 2021**

155
156 Consent Agenda items B and C were tabled. The Board noted that the Meritus invoicing was pre-
157 billed one month ahead with the credits not reflected. Mr. Reidt will work with Mr. Howell and get
158 credits issued and current billed invoicing for the District.
159

160 There was a concern about Zebra invoicing. The Board asked to have the last six months of invoices
161 pulled and reviewed, to be discussed with the Chair. It was also noted that the aquatics contract
162 payment appears to have been billed twice in one month.
163

164 Supervisor Barton would like to have another call with Mr. Howell, Mr. Davidson, and Mr. Reidt
165 regarding accounting.
166

167
168 **7. SUPERVISOR REQUESTS**

169
170 There were no additional supervisor requests.
171

172
173 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

174
175 There were no audience questions or comments.
176
177

178 **9. ADJOURNMENT**

179
180 Supervisor Barton adjourned the meeting at 8:26 p.m.

181
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183
184 **Please note the entire meeting is available on disc.*
185
186 **These minutes were done in a summary format.*
187
188 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
189 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
190 *including the testimony and evidence upon which such appeal is to be based.*

191 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
192 **meeting held on _____.**

193
194
195 _____
Signature

196
197 _____
Printed Name

198
199
200 **Title:**
201 **Chair**
202 **Vice-Chair**

195 _____
Signature

196
197 _____
Printed Name

200 **Title:**
201 **Secretary**
202 **Assistant Secretary**



203
204 *Recorded by Records Administrator*

205
206
207 _____
Signature

208
209
210 _____
Date

Carlton Lakes Community Development District

Financial Statements
(Unaudited)

Period Ending
November 30, 2021



Meritus Districts
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Carlton Lakes Community Development District

Balance Sheet

As of 11/30/2021
(In Whole Numbers)

	General Fund	Debt Service - Series 2015	Debt Service - Series 2018	Debt Service - Series 2017	Capital Projects - Series 2018	General Fixed Assets Account Group	General Long-Term Debt	Total
Assets								
Cash-Operating Account	100,870	0	0	0	0	0	0	100,870
Cash – HOA Improvement	30,139	0	0	0	0	0	0	30,139
Investments-Revenue 2018 (5000)	0	0	40,732	0	0	0	0	40,732
Investments-Interest 2018 (5001)	0	0	0	0	0	0	0	0
Investments-Sinking 2018 (5002)	0	0	0	0	0	0	0	0
Investments-Reserve 2018 (5003)	0	0	140,647	0	0	0	0	140,647
Investments-Prepayment 2018 (5004)	0	0	25	0	0	0	0	25
Investments-Amenity 2018 (5005)	0	0	0	0	0	0	0	0
Investments-Carlton Lakes West 2018 (5006)	0	0	0	0	0	0	0	0
Investments-Phase 1C, 1E 2018 (5007)	0	0	0	0	0	0	0	0
Accounts Receivable - Other	(8)	0	0	0	0	0	0	(8)
Due From Developer	0	0	0	0	0	0	0	0
Assessments Receivable - Tax Roll	0	0	0	0	0	0	0	0
Assessments Receivable - Off Roll	0	0	0	0	0	0	0	0
Interest Receivable	0	0	0	0	0	0	0	0
Investments-Revenue 2017 (8000)	0	0	0	56,298	0	0	0	56,298
Investments-Interest 2017 (8001)	0	0	0	0	0	0	0	0
Investments-Sinking 2017 (8002)	0	0	0	0	0	0	0	0
Investments-Reserve 2017 (8003)	0	0	0	103,845	0	0	0	103,845
Investments-Prepayment 2017 (8004)	0	0	0	0	0	0	0	0
Investments-Construction 2017 (8005)	0	0	0	0	0	0	0	0
Investments-Amenity Center 2017 (8007)	0	0	0	0	0	0	0	0
Investments-Construction 2015 (8005)	0	0	0	0	0	0	0	0
Investments-Revenue 2015 (8004)	0	142,606	0	0	0	0	0	142,606
Investments-Reserve 2015 (8003)	0	252,006	0	0	0	0	0	252,006
Investments-Interest 2015 (8000)	0	0	0	0	0	0	0	0
Investments-Prepayment 2015 (8002)	0	0	0	0	0	0	0	0
Investments-Sinking 2015 (8001)	0	0	0	0	0	0	0	0
Investments-Deferred Costs 2015 (8007)	0	0	0	0	0	0	0	0
Prepaid Items	0	0	0	0	0	0	0	0
Prepaid General Liability Insurance	0	0	0	0	0	0	0	0
Prepaid Professional Liability	0	0	0	0	0	0	0	0
Prepaid Trustee Fees	3,879	0	0	0	0	0	0	3,879
Prepaid Property Insurance	0	0	0	0	0	0	0	0
Deposits	(35)	0	0	0	0	0	0	(35)
Construction Work In Progress	0	0	0	0	0	13,788,149	0	13,788,149
Amount Available-Debt Service	0	0	0	0	0	0	1,185,149	1,185,149
Amount To Be Provided-Debt Service	0	0	0	0	0	0	13,324,851	15 13,324,851

Carlton Lakes Community Development District

Balance Sheet

As of 11/30/2021
(In Whole Numbers)

	General Fund	Debt Service - Series 2015	Debt Service - Series 2018	Debt Service - Series 2017	Capital Projects - Series 2018	General Fixed Assets Account Group	General Long-Term Debt	Total
Other	0	0	0	0	0	0	0	0
Total Assets	<u>134,844</u>	<u>394,612</u>	<u>181,404</u>	<u>160,143</u>	<u>0</u>	<u>13,788,149</u>	<u>14,510,000</u>	<u>29,169,153</u>
Liabilities								
Accounts Payable	69,665	0	0	0	0	0	0	69,665
Accounts Payable Other	0	0	0	0	0	0	0	0
Retainage Payable	0	0	0	0	0	0	0	0
Due To Debt Service Fund	30,174	0	0	0	0	0	0	30,174
Deferred Revenue	0	0	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0	0	0
Deposits	293	0	0	0	0	0	0	293
Unearned Revenues	0	0	0	0	0	0	0	0
Revenue Bonds Payable-Series 2015	0	0	0	0	0	0	6,725,000	6,725,000
Revenue Bonds Payable-Series 2017	0	0	0	0	0	0	3,665,000	3,665,000
Revenue Bonds Payable-Series 2018	0	0	0	0	0	0	4,120,000	4,120,000
Total Liabilities	<u>100,132</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,510,000</u>	<u>14,610,132</u>
Fund Equity & Other Credits								
Fund Balance-All Other Reserves	0	629,751	229,101	282,103	0	0	0	1,140,954
Fund Balance-Unreserved	39,602	0	0	0	0	0	0	39,602
Investment In General Fixed Assets	0	0	0	0	0	13,788,149	0	13,788,149
Petty Cash Expenses	0	0	0	0	0	0	0	0
Other	(4,889)	(235,138)	(47,697)	(121,960)	0	0	0	(409,684)
Total Fund Equity & Other Credits	<u>34,713</u>	<u>394,612</u>	<u>181,404</u>	<u>160,143</u>	<u>0</u>	<u>13,788,149</u>	<u>0</u>	<u>14,559,021</u>
Total Liabilities & Fund Equity	<u>134,844</u>	<u>394,612</u>	<u>181,404</u>	<u>160,143</u>	<u>0</u>	<u>13,788,149</u>	<u>14,510,000</u>	<u>29,169,153</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

001 - General Fund
From 10/1/2021 Through 11/30/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service Charges				
O&M Assmts - Tax Roll	762,040	117,820	(644,220)	(85)%
O&M Assmts - Off Roll	8,367	0	(8,367)	(100)%
Interest Earnings				
Interest Earnings	0	1	1	0 %
Contributions & Donations From Private Sources				
HOA Carryover	18,357	0	(18,357)	(100)%
Other Miscellaneous Revenues				
Miscellaneous	0	75	75	0 %
Clubhouse Rental	0	1,400	1,400	0 %
Total Revenues	788,764	119,297	(669,467)	(85)%
Expenditures				
Legislative				
Supervisor Fees	24,000	2,000	22,000	92 %
Financial & Administrative				
District Manager	44,000	7,033	36,967	84 %
District Engineer	6,000	285	5,715	95 %
Disclosure Report	10,900	0	10,900	100 %
Trustees Fees	12,000	1,966	10,034	84 %
Auditing Services	7,400	87	7,313	99 %
Postage, Phone, Faxes, Copies	1,000	554	446	45 %
Public Officials Insurance	2,190	0	2,190	100 %
Legal Advertising	1,500	0	1,500	100 %
Bank Fees	100	0	100	100 %
Dues, Licenses & Fees	175	175	0	0 %
Office Supplies	600	0	600	100 %
Website Administration	1,500	(1,375)	2,875	192 %
ADA Website Compliance	1,500	1,500	0	0 %
Legal Counsel				
District Counsel	10,000	6,656	3,344	33 %
Electric Utility Services				
Electric Utility Services	150,000	26,673	123,327	82 %
Decorative Light Maintenance	2,000	0	2,000	100 %
Garbage/Solid Waste Control Services				
Garbage Collection	5,000	921	4,079	82 %
Water-Sewer Combination Services				
Water Utility Services	20,800	3,357	17,443	84 %
Other Physical Environment				
Community Center Manager	48,000	0	48,000	100 %
Staff	35,000	15,803	19,197	55 %
Waterway Management Program	20,000	1,330	18,670	93 %
Property & Casualty Insurance	20,742	0	20,742	100 %
Club Facility Maintenance	50,000	5,476	44,524	89 %
Landscape Maintenance - Contract	200,000	32,444	167,556	84 %
Landscape Maintenance - Other	15,000	2,200	12,800	85 %
Plant Replacement Program	3,000	0	3,000	100 %
Irrigation Maintenance	10,000	8,188	1,812	18 %
Pool Maintenance	18,000	8,445	9,555	53 %
Fintess Center Maintenance	10,000	0	10,000	100 %
Fish Stocking	10,000	0	10,000	100 %
Special Events	10,000	0	10,000	100 %
Capital Reserve				

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2021 Through 11/30/2021

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
HOA Expenditures	0	467	(467)	0 %
Capital Reserves donated by HOA	18,357	0	18,357	100 %
Reserve	<u>20,000</u>	<u>0</u>	<u>20,000</u>	<u>100 %</u>
Total Expenditures	<u>788,764</u>	<u>124,186</u>	<u>664,578</u>	<u>84 %</u>
Excess Of Revenues Over (Under) Expenditures	<u>0</u>	<u>(4,889)</u>	<u>(4,889)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	39,602	39,602	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>34,713</u></u>	<u><u>34,713</u></u>	<u><u>0 %</u></u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

200 - Debt Service - Series 2015
 From 10/1/2021 Through 11/30/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	502,906	81,757	(421,149)	(84)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>5</u>	<u>5</u>	<u>0 %</u>
Total Revenues	<u>502,906</u>	<u>81,762</u>	<u>(421,144)</u>	<u>(84)%</u>
Expenditures				
Debt Service Payments				
Interest Payment	377,906	191,900	186,006	49 %
Principal Payment	125,000	120,000	5,000	4 %
Prepayment	<u>0</u>	<u>5,000</u>	<u>(5,000)</u>	<u>0 %</u>
Total Expenditures	<u>502,906</u>	<u>316,900</u>	<u>186,006</u>	<u>37 %</u>
Excess Of Revenues Over (Under) Expenditures	<u>0</u>	<u>(235,138)</u>	<u>(235,138)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	629,751	629,751	0 %
Fund Balance, End of Period	<u>0</u>	<u>394,612</u>	<u>394,612</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

201 - Debt Service - Series 2018
 From 10/1/2021 Through 11/30/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	278,544	40,731	(237,814)	(85)%
DS Assmts - Off Roll	0	16,543	16,543	0 %
Interest Earnings				
Interest Earnings	<u>0</u>	<u>2</u>	<u>2</u>	<u>0 %</u>
Total Revenues	<u>278,544</u>	<u>57,275</u>	<u>(221,269)</u>	<u>(79)%</u>
Expenditures				
Debt Service Payments				
Interest Payment	208,544	104,972	103,572	50 %
Principal Payment	<u>70,000</u>	<u>0</u>	<u>70,000</u>	<u>100 %</u>
Total Expenditures	<u>278,544</u>	<u>104,972</u>	<u>173,572</u>	<u>62 %</u>
Excess Of Revenues Over (Under) Expenditures	<u>0</u>	<u>(47,697)</u>	<u>(47,697)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	229,101	229,101	0 %
Fund Balance, End of Period	<u>0</u>	<u>181,404</u>	<u>181,404</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

203 - Debt Service - Series 2017
 From 10/1/2021 Through 11/30/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
DS Assmts - Tax Roll	257,425	40,435	(216,990)	(84)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>2</u>	<u>2</u>	<u>0 %</u>
Total Revenues	<u>257,425</u>	<u>40,437</u>	<u>(216,988)</u>	<u>(84)%</u>
Expenditures				
Debt Service Payments				
Interest Payment	182,426	92,397	90,029	49 %
Principal Payment	<u>75,000</u>	<u>70,000</u>	<u>5,000</u>	<u>7 %</u>
Total Expenditures	<u>257,426</u>	<u>162,397</u>	<u>95,029</u>	<u>37 %</u>
Excess Of Revenues Over (Under) Expenditures	<u>(1)</u>	<u>(121,960)</u>	<u>(121,959)</u>	<u>12,195,886 %</u>
Fund Balance, Beginning of Period	0	282,103	282,103	0 %
Fund Balance, End of Period	<u>(1)</u>	<u>160,143</u>	<u>160,144</u>	<u>(16,014,365)%</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

301 - Capital Projects - Series 2018
 From 10/1/2021 Through 11/30/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Excess Of Revenues Over (Under) Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	0	0	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0 %</u></u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

900 - General Fixed Assets Account Group
 From 10/1/2021 Through 11/30/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Fund Balance, Beginning of Period	0	13,788,149	13,788,149	0 %
Fund Balance, End of Period	<u>0</u>	<u>13,788,149</u>	<u>13,788,149</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

950 - General Long-Term Debt
 From 10/1/2021 Through 11/30/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Fund Balance, Beginning of Period	0	14,510,000	14,510,000	0 %
Fund Balance, End of Period	<u>0</u>	<u>14,510,000</u>	<u>14,705,000</u>	<u>0 %</u>

Carlton Lakes Community Development District
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 11.30.2021
Reconciliation Date: 11/30/2021
Status: Locked

Bank Balance	240,580.23
Less Outstanding Checks/Vouchers	139,710.20
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	100,870.03
Balance Per Books	<u>100,870.03</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

**Carlton Lakes Community Development District
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 11.30.2021

Reconciliation Date: 11/30/2021

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2346	9/16/2021	System Generated Check/Voucher	10.74	Freddy Barton
2369	10/19/2021	System Generated Check/Voucher	200.00	Elizabeth Diaz
2403	10/27/2021	Series 2018 FY21 Tax Dist ID Excess Fees	2,182.49	Carlton Lakes CDD
2405	10/27/2021	Series 2015 FY21 Tax Dist ID Excess Fees	4,390.50	Carlton Lakes CDD
2406	10/27/2021	Series 2017 FY21 Tax Dist ID Excess Fees	2,166.64	Carlton Lakes CDD
2404	11/4/2021	Series 2018 FY22 Tax Dist ID 548	1,888.28	Carlton Lakes CDD
2407	11/4/2021	Series 2015 FY21 Tax Dist ID 548	3,789.80	Carlton Lakes CDD
2408	11/4/2021	Series 2017 FY21 Tax Dist ID 548	1,874.57	Carlton Lakes CDD
2392	11/15/2021	System Generated Check/Voucher	200.00	Elizabeth Diaz
2396	11/15/2021	System Generated Check/Voucher	231.40	Joey Conde
2409	11/22/2021	System Generated Check/Voucher	1,500.00	ADA Site Compliance
2410	11/22/2021	System Generated Check/Voucher	1,750.29	BOCC
2414	11/22/2021	System Generated Check/Voucher	769.50	Meritus Districts
2415	11/22/2021	System Generated Check/Voucher	600.00	MHD Communications
2417	11/22/2021	System Generated Check/Voucher	152.96	Bright House Networks
2418	11/22/2021	System Generated Check/Voucher	73.77	Verizon
2419	11/22/2021	System Generated Check/Voucher	1,473.62	Zebra Cleaning Team, Inc.
2435	11/24/2021	Series 2018 FY22 Tax Dist ID 551	29,115.76	Carlton Lakes CDD
2436	11/24/2021	Series 2015 FY22 Tax Dist ID 551	58,435.60	Carlton Lakes CDD
2437	11/24/2021	Series 2017 FY22 Tax Dist ID 551	28,904.28	Carlton Lakes CDD
Outstanding Checks/Vouchers			139,710.20	
			139,710.20	

**Carlton Lakes Community Development District
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 11.30.2021

Reconciliation Date: 11/30/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2325	9/2/2021	System Generated Check/Voucher	8,806.29	Meritus Districts
2325	9/2/2021	System Generated Check/Voucher	(8,806.29)	Meritus Districts
2339	9/16/2021	System Generated Check/Voucher	(10.74)	Freddy Barton
2339	9/16/2021	System Generated Check/Voucher	10.74	Freddy Barton
2342	9/16/2021	System Generated Check/Voucher	187.46	Rena Diane Vance
2342	9/16/2021	System Generated Check/Voucher	(187.46)	Rena Diane Vance
2376	10/19/2021	System Generated Check/Voucher	588.50	Times Publishing Company
2378	10/19/2021	System Generated Check/Voucher	6,111.62	Zebra Cleaning Team, Inc.
2381	10/21/2021	System Generated Check/Voucher	438.89	Meritus Districts
2383	10/21/2021	System Generated Check/Voucher	147.83	Skyline Printing
2384	10/21/2021	System Generated Check/Voucher	152.96	Bright House Networks
2385	11/2/2021	System Generated Check/Voucher	1,606.49	BOCC
2386	11/2/2021	System Generated Check/Voucher	17.61	Joey Conde
2387	11/2/2021	System Generated Check/Voucher	100.00	Maribel Rosario Del Valle
2388	11/2/2021	System Generated Check/Voucher	4,820.83	Meritus Districts
2389	11/2/2021	System Generated Check/Voucher	66.03	South Fork East CDD
2389	11/2/2021	System Generated Check/Voucher	(66.03)	South Fork East CDD
2390	11/2/2021	System Generated Check/Voucher	6,656.05	Straley Robin Vericker
2391	11/2/2021	System Generated Check/Voucher	13,374.30	Tampa Electric Company
CD096	11/5/2021	PR PE10.17.21_CD10.30.21	2,332.48	Decision HR
2393	11/15/2021	System Generated Check/Voucher	200.00	Freddy Barton
2394	11/15/2021	System Generated Check/Voucher	200.00	Fredrick Levatte
2395	11/15/2021	System Generated Check/Voucher	87.00	Grau and Associates
2397	11/15/2021	System Generated Check/Voucher	113.87	LogMein Communications, Inc.
2398	11/15/2021	System Generated Check/Voucher	376.43	MHD Communications
2399	11/15/2021	System Generated Check/Voucher	200.00	Nicholle D. Palmer

Carlton Lakes Community Development District
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 11.30.2021

Reconciliation Date: 11/30/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2400	11/15/2021	System Generated Check/Voucher	200.00	Rena Diane Vance
2401	11/15/2021	System Generated Check/Voucher	66.03	South Fork Lakes HOA
2402	11/15/2021	System Generated Check/Voucher	535.68	Waste Management Inc. of Florida
CD097	11/19/2021	PR PE 10.31.21_11.13.21	2,691.30	Decision HR
2411	11/22/2021	System Generated Check/Voucher	484.79	Cintas Fire 636525
2412	11/22/2021	System Generated Check/Voucher	125.00	Gilberto Reyes
2413	11/22/2021	System Generated Check/Voucher	449.95	Glass Doctor
2416	11/22/2021	System Generated Check/Voucher	10,387.74	Pine Lake Services
Cleared Checks/Vouchers			52,465.35	

Carlton Lakes Community Development District
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 11.30.2021

Reconciliation Date: 11/30/2021

Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
911031909	10/1/2021	HOA 2022 Dues - #911031909 - 10.01.2021	66.03	
#252	10/21/2021	Club House Rentals - Khalil Elaboudi	75.00	
CR13	10/27/2021	Tax Distribution - 10/27/2021	0.00	
610	11/1/2021	Club House Rentals - Natalie Odom	150.00	
611	11/1/2021	Club House Rental - Natalie Odom	100.00	
1023	11/2/2021	Club House Rentals - Janee Jackson	100.00	
19-179237817	11/4/2021	Club House Rentals - Publix #1711	125.00	
CR12	11/4/2021	Tax Distribution - 11.04.2021	13,057.88	
1027	11/5/2021	Club house Rental Mariel and Jose	150.00	
CR21	11/17/2021	Tax Distribution - 11.17.2021	0.00	
CR21-1	11/17/2021	Tax Distribution - 11.17.2021	52,168.16	
CR21-1	11/24/2021	Tax Distribution - 11.24.2021	201,341.81	
CR22	11/30/2021	Interest	0.90	
Cleared Deposits			267,334.78	