

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
PUBLIC HEARINGS & REGULAR MEETING
AUGUST 04, 2022**

CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA
AUGUST 04, 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 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 Public Hearings & Regular Meeting of the Board of Supervisors of the Carlton Lakes Community Development District will be held on **Thursday, August 04, 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. RECESS TO PUBLIC HEARINGS**
- 5. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2023 BUDGET**
 - A. Open Public Hearing on Final Fiscal Year 2023 Budget
 - B. Staff Presentations
 - C. Public Comments
 - D. Consideration of Resolution 2022-04; Adopting Fiscal Year 2023 Budget.....Tab 01
 - E. Close Public Hearing on Final Fiscal Year 2023 Budget
- 6. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**
 - A. Open Public Hearing on Levying O&M Assessments
 - B. Staff Presentations
 - C. Public Comment
 - D. Consideration of Resolution 2022-05; Levying O&M Assessments..... Tab 02
 - E. Close Public Hearing on Levying O&M Assessments
- 7. RETURN TO REGULAR MEETING**
- 8. VENDOR/STAFF REPORTS**
 - A. Pine Lake Nursery
 - B. District Counsel.....Tab 03
 - i. Employee Manual Discussion
 - C. District Engineer
 - D. District Manager.....Tab 04
 - i. Manager Memo
 - ii. Community Action Item List
- 9. BUSINESS ITEMS**
 - A. Discussion on Holiday Lighting Proposal.....Tab 05
 - B. Discussion on Pool Maintenance Proposals.....Tab 06
 - C. Discussion on Clubhouse Interior Painting Proposals.....Tab 07
 - D. Discussion on Pool Pump Motor Replacement Proposal.....Tab 08
 - E. General Matters of the District
- 10. CONSENT AGENDA**
 - A. Consideration of Minutes of the Board of Supervisors July 07, 2022.....Tab 09
 - B. Consideration of Operation and Maintenance Expenditures June 2022.....Tab 10
 - C. Review of Financial Statements Month Ending June 30, 2022.....Tab 11
- 11. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**
- 12. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 13. 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