

**CARLTON LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

July 07, 2022, Minutes of the Regular Meeting

**Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, July 07, 2022, at 6:00 p.m.** at the Carlton Lakes Clubhouse located at 11410 Carlton Fields Dr., Riverview, FL 33579.

**1. PLEDGE OF ALLEGIANCE**

There was no pledge of allegiance led by a supervisor.

**2. CALL TO ORDER/ROLL CALL**

Rick Reidt did not call to order for the Regular Meeting of the Board of Supervisors of Carlton Lakes Community Development District on **Thursday, July 07, 2022, at approximately 6:05 p.m.**

**Supervisors Present at the meeting:**

Freddy Barton	Chair
Fredrick Levatte	Supervisor
Rena Vance	Supervisor
Nicholle Palmer	Supervisor

**Staff Members Present:**

Rick Reidt	District Manager, Inframark
Heather Dilley	District Manager, Inframark

There were two (2) residents present and Mr. Amarosa from Pine Lake.

**3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

There were no audience questions or concerns

**4. VENDOR/STAFF REPORTS**

**A. District Counsel**

*i. District Personnel Manual*

Ms. Steinerts reviewed of the personnel manual with the Board. Ms. Steinerts will send the manual to all Board members to review, and this will be the primary subject for discussion at the July 21st workshop.

Discussion on filling vacant seats as Mr. Levatte has resigned to become an employee. Ms. Palmer Seat 3 and Ms. Diaz Seat 5 did not file for re-election. Ms. Steinerts will verify with Mr. Reidt and his staff

47 if any of the seats remain landowner and or if they will need to be filled by the Board following the  
48 certification of election results.

49

50 District Counsel Steinerts will let the Board know the bond refinance schedule.

51

52 **B. District Engineer**

53

*i. Storm Water Erosion Plan*

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*ii. Discussion on Outflow Repair*

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56 Reported on Outflow repair status to the board and will return with further information at the next  
57 regular meeting.

58

59 Storm Water Erosion Plan was reviewed with the Board. Any action was tabled until next meeting.  
60 This should be added to the workshop for further discussion.

61

62 **C. Pine Lake Nursery**

63

*i. Community Inspection Reports*

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*ii. Discussion on Entry Monument Landscape Enhancements*

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66 Mr. Reidt reviewed the inspection report with the Board.

67

68 The Board reviewed the Entry Monument Landscape Enhancement. Pine Lake Nursery to work with  
69 chair for authorization by entry for install.

70

71	MOTION TO:	Approve to install Entry Monument Landscape
72		Enhancement in the amount of \$37,195.00.
73	MADE BY:	Supervisor Barton
74	SECONDED BY:	Supervisor Vance
75	DISCUSSION:	None further
76	RESULT:	Called to a Vote: Motion PASSED
77		3/1 - Motion Passed; Supervisor Diaz opposed.

78

79 **D. District Manager**

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*i. Manager Memo*

81

82 The Board discussed memo and tabled action for more information on Decision HR. Mr. Reidt  
83 clarified with the Board that the chair agreed to this charge and Inframark will charge this for Fredricks  
84 time worked moving forward until review at the next meeting.

85

*ii. Community Action Item List*

86

87 Mr. Reidt reviewed and discussed the action items with the Board.

88

89 - Poor bench pad construction Mr. Reidt will review with Mr. Barton and report back to board.

90

91 - Mr. Reid to follow-up on dog station maintenance issues.

- 92 - Mr. Reidt to coordinate re-sling existing chairs get quotes for next board meeting.
- 93 - Discussion on semi to the east of Clement Pride on Balm with FHP
- 94 - Email Final budget with assessments to the Board.

95

96 **5. BUSINESS ITEMS**

97

98 **A. Acceptance of Board Resignation – Supervisor Levatte**

99

100 The Board review the Acceptance of Board Resignation of Fredrick Levatte for Seat #4 term ending  
101 November 2022.

102

103	MOTION TO:	Approve the resignation of Fredrick Levatte for Seat #4.
104	MADE BY:	Supervisor Barton
105	SECONDED BY:	Supervisor Vance
106	DISCUSSION:	None further
107	RESULT:	Called to a Vote: Motion PASSED
108		4/0 - Motion Passed Unanimously

109

110 **B. Discussion on Bond Refinance/Refunding and Loans for Capital Improvements**

111

112 Ms. Dilley reported on refinance and loan possibilities for the benefit of the Board members who were  
113 not present at the last workshop.

114

115 **C. Discussion on Future Survey Monkey for Capital Improvements**

116

117 The Board discussed the survey monkey questionnaire.

118

119 **D. Discussion on Pool Maintenance Proposal**

120

121 The Board discussed the Pool Maintenance Proposal and decided to have the proposal tabled until  
122 more respond to quote.

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127 **E. Discussion on Clubhouse Interior Painting Proposal**

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129 The Board discussed the Clubhouse Interior Painting Proposal and decided to have the proposal  
130 tabled until more respond to quote.

131

132 **F. Discussion on Umbrella Base Proposal**

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134 The Board discussed the Umbrella Base Proposal and tabled to verify count and get second quote.

135

136 **G. Discussion on WIFI Extender**

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138 The Board discussed the Wifi Extender and tabled as the Chairman will get with Wade to review.  
139

140 **H. General Matters of the District**

141  
142 The Board need to review rules about kids in the Fitness Center and waiver for center use. Mr.  
143 Reidt to get with Ms. Steinerts on this.  
144

145 The Board discussed the shade cabanas. Mr. Reidt to follow-up and Board to check out Ventana.  
146

147 **6. CONSENT AGENDA**

148  
149 **A. Consideration of Minutes of the Board of Supervisors June 02, 2022**

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151 The Board reviewed the meeting minutes from June 02 and motioned to approve with revision to  
152 correct the names on motion for line 57.  
153

154	MOTION TO:	Approve Consent Agenda Items A with revision to line
155		item 57 and correct the name on motion.
156	MADE BY:	Supervisor Vance
157	SECONDED BY:	Supervisor Palmer
158	DISCUSSION:	None further
159	RESULT:	Called to a Vote: Motion PASSED
160		4/0 - Motion Passed Unanimously

161  
162 **B. Consideration of Minutes of the Board of Supervisors Workshop June 16, 2022**

163 **D. Review of Financial Statements Month Ending May 31, 2022**

164  
165 The Board reviewed the Consent Agenda items.  
166

167	MOTION TO:	Approve Consent Agenda Items B and D.
168	MADE BY:	Supervisor Barton
169	SECONDED BY:	Supervisor Vance
170	DISCUSSION:	None further
171	RESULT:	Called to a Vote: Motion PASSED
172		4/0 - Motion Passed Unanimously

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178 **C. Consideration of Operation and Maintenance Expenditures May 2022**  
179

180 The Board reviewed the consent agenda item C and tabled for clarification on Inframark Invoice  
181 until next meeting. Mr. Reidt will respond to three issues on Dissemination Charges, Website and  
182 Copies charges.

183  
184 **7. SUPERVISOR REQUESTS**

185  
186 There was no Supervisor request.

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188 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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190 A resident expressed concern over semi-parking.

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192 **9. ADJOURNMENT**

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194 The meeting was declared adjourned by Supervisor Barton at 9:08 P.M.

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*\*Please note the entire meeting is available on disc.*

227 \*These minutes were done in a summary format.

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229 \*Each person who decides to appeal any decision made by the Board with respect to any matter considered  
230 at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,  
231 including the testimony and evidence upon which such appeal is to be based.

232 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
233 meeting held on \_\_\_\_\_.

234  
235  
236 Signature \_\_\_\_\_

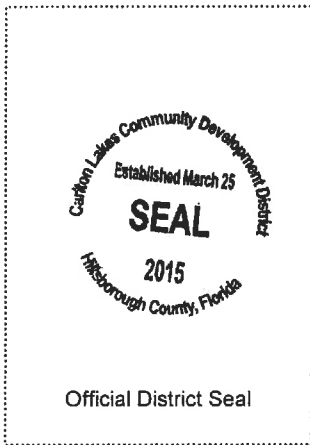
237 Frédéric Bane  
238  
239 Printed Name

240  
241 Title:  
242  Chair  
243  Vice-Chair

Signature \_\_\_\_\_

244 Rick L. Reid  
245  
246 Printed Name

247 Title:  
248  Secretary  
249  Assistant Secretary



Recorded by Records Administrator

Signature Tiffany Abli

9/14/2022  
Date