

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
LANDOWNER'S ELECTION, PUBLIC HEARING
& REGULAR MEETING
NOVEMBER 3, 2022**

CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA
NOVEMBER 3, 2022 AT 6:00 P.M.
CARLTON LAKES CLUBHOUSE
LOCATED AT 11404 CARLTON FIELDS DRIVE, FL 33579

District Board of Supervisors	Chair	Freddy Barton
	Vice-Chair	Elizabeth Diaz
	Supervisor	Rena Vance
	Supervisor	Nicholle Palmer
	Supervisor	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.

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 Landowner's Election, Public Hearing & Regular Meetings of the Board of Supervisors of the Carlton Lakes Community Development District will be held on **Thursday, November 3, 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#

LANDOWNERS MEETING/ELECTION

- 1. CALL TO ORDER**
- 2. APPOINTMENT OF MEETING CHAIRMAN**
- 3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS**
- 4. ELECTION OF SUPERVISORS**
- 5. OWNERS' REQUESTS**
- 6. ADJOURNMENT**

REGULAR MEETING OF BOARD OF SUPERVISORS

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER/ROLL CALL**
- 3. PUBLIC COMMENT ON AGENDA ITEMS**
- 4. RECESS TO PUBLIC HEARING**
- 5. PUBLIC HEARING ON AMENDING RECREATIONAL AMENITIES RULES POLICIES**

A. Open Public Hearing on Amending Recreational Amenities Rules Policies

B. Staff Presentations

C. Public Comments

D. Consideration of Resolution 2023-01; Adopting Fitness Center Policy and

Annual Non-Resident User Fee.....Tab 01

E. Close Public Hearing on Amending Recreational Amenities Rules Policies

RETURN TO REGULAR MEETING

- 1. Pine Lake Nursery.....Tab 02**

i. Discussion on Invoice 1457

ii. Community Inspection Report

2. BUSINESS ITEMS

A. Consideration of Resolution 2023-02; Authorizing Organization

Attestation Form-Credit Card.....Tab 03

B. Consideration of Resolution 2023-03; Adopting Amended Budget FY 2021-2022.....Tab 04

C. Discussion on HVAC Agreement.....Tab 05

D. Discussion on Fitness Center.....Tab 06

E. Discussion Pergola Lights Carlton Lakes.....Tab 07

F. Discussion on Holiday Lighting Proposal.....Tab 08

G. General Matters of the District

3. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer.....Tab 09

i. Discussion on Weir

C. District Manager.....Tab 10

ii. Community Inspection Report

iii. Community Action Item List

D. On-Site Operations Manager.....Under Separate Cover

i. Action Item List

4. CONSENT AGENDA

- A. Consideration of Minutes of the Board of Supervisors Regular Meeting October 06, 2022.....Tab 11
- B. Consideration of Operation and Maintenance Expenditures September 2022Tab 12
- C. Review of Financial Statements Month Ending September 30, 2022.....Tab 13

5. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

7. 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

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING AMENDMENTS THE RECREATION CENTER POLICIES BY ADOPTING A FITNESS CENTER POLICY; ADOPTING NON-RESIDENT ANNUAL USER FEE FOR NON-RESIDENT USE OF DISTRICT RECREATION CENTER FACILITIES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Carlton Lakes Community Development District (the “**District**”) is a local unit of special- purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in Hillsborough County, Florida; and

WHEREAS, the District owns, maintains, and operates certain recreational facilities; and

WHEREAS, the Board of Supervisors of the District (the “**Board**”) is authorized by Sections 190.011(10),(15) and 190.035, Florida Statutes, to establish rules and policies for use of its recreation facilities (the “**Recreation Center Policies**”), which includes policies for use of the Fitness Center (the “**Fitness Center Policy**”), and to adopt an annual rate for non-resident use of the recreation facilities (the “**Non-Resident Annual User Fee**”); and

WHEREAS, the Board held a public hearing on November 3, 2022 to receive public comment on the proposed amendments to the Recreation Center Policies and adoption of the Non-Resident Annual User Fee; and

WHEREAS, after hearing and considering public comment, the Board has concluded that the amendments to the Recreation Center Policies and adoption of a Non-Resident Annual User Fee shall be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The amendments to the Recreation Center Policies and the adoption of the annual Non-Resident Annual User Fee incorporated therein are attached hereto as **Exhibit A**, and are hereby adopted by the District.

Section 2. This Resolution shall become effective immediately upon its adoption.

Passed and adopted this 3rd day of November, 2022.

Attest:

**Carlton Lakes
Community Development District**

Assistant Secretary

Name: _____
Chair of the Board of Supervisors

Exhibit A

**Carlton Lakes
Community Development District**

**Revised Recreation Center Policies
with adoption of Fitness Center Policy and Annual Non-Resident Annual User Fee**

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

District Office ♦ 2005 Pan Am Circle, Suite 120 ♦ Suite A ♦ Tampa, Florida 33607 ♦ (813) 397-5120 ♦ Fax (813) 873-7070

RECREATION CENTER POLICIES

The Recreation Center (which does not include the pool area) will be available for rental by residents for a maximum of 6 hours unless otherwise approved by the District Manager. Rentals are on a first come, first serve basis, with **security deposit in place to reserve the date and time**. Rentals may begin as early as 9:00 a.m. and must terminate by 11:00 p.m.

Rental Fees and Security Deposits for residents are as follows:

- Resident Rentals: Security Deposit \$100.00; Rental Fee \$25.00 per hour, and rental between the hours of 9:00 p.m. and 11:00 p.m. will be charged a fee of \$50.00 per hour.
- Non-Resident Rentals: Security Deposit \$250.00; Rental Fee \$500.00 up to six (6) hours – over six hours will be an additional \$100.00 per every (1) hour, and rental between the hours of 9:00 p.m. and 11:00 p.m. will be charged a fee of \$100.00 per hour.
- Only checks or money orders will be accepted for payment, made payable to Carlton Lakes Community Development District
- Neighborhood events are not subject to the rental fees, but renters will be responsible for any damages to the facility. Neighborhood events must meet the following criteria:
 - The event provides a benefit to the community;
 - The event encourages socialization amongst the neighbors;
 - The event must be approved by the District Manager; and
 - The event sponsor or chairman will be responsible for any damages and for cleaning the facility.

Cancellation Policy: A 72 hour written notice required must be provided prior to event date. Without proper notice, rental fee is non-refundable. _____

1. All persons using the Recreation Center do so at their own risk. _____
2. Children under the age of twelve must be accompanied by an adult at all times while at the Recreation Center. _____
3. Alcohol is NOT permitted at the Recreation Center – presence of alcohol **AUTOMATICALLY FORFEITS SECURITY DEPOSIT** (THERE WILL BE NO EXCEPTIONS) _____
4. Glass beverage containers are NOT permitted at the Recreation Center. _____
5. Furniture shall NOT be removed from the Recreation Center at any time. _____
6. All equipment, furnishings and property of the District shall be found in the same condition after use of the Recreation Center. _____
7. It shall be the responsibility of any resident using the Recreation Center to remove food or other items. _____
8. Any items left in the Recreation Center after use will be discarded. _____
9. All persons using the Recreation Center shall obey the Hillsborough County Noise Ordinance and capacity limits as set by the Fire Marshall. _____
10. Glitter and Confetti are not allowed in Recreation Center _____

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Policies Revised October 7, 2021

Agreement Revised June, 2022

11. Residents wishing to reserve the Recreation Center shall contact District staff no later than two weeks preceding the date of intended reservation request. District staff will then review a list of policies and procedures for the reserved special event at the Recreation Center with the applicant. Use of the Recreation Center for parties or other group functions will require the execution of an indemnification agreement and a security deposit. _____
12. Use of the Recreation Center is **STRICTLY** limited to the confines of the building and adjacent parking area. Use of pool is **STRICTLY PROHIBITED** and will result in the **FORFEITURE OF THE SECURITY DEPOSIT**. _____
13. Please respect all walls and surface areas of the Recreation Center as you would your own home: **DO NOT PLACE TAPE ON WALLS, PUT PUSH-PINS INTO WALLS, ETC.** _____
14. All surfaces are to be **thoroughly cleaned** upon the completion of the rental event before leaving the Recreation Center. Failure to thoroughly clean will result to **FORFEITURE OF THE SECURITY DEPOSIT**. The deposit or letter of explanation concerning the withholding of any funds shall be forwarded within 10 days. (Wipe all surfaces, tables, chairs; sweep and mop the entire floor area; remove all trash from clubhouse to dumpster – replace trash bags). **Note:** the CDD will do its best, but will not be obligated to provide brooms, etc. Renters must provide their own cleaning products and remove them at the conclusion of the event. _____
15. **ALL CLEANING MUST BE COMPLETED** and the Recreation Center locked up securely (all windows and doors) by 11 pm of the rental day; persons in the Recreation Center **AFTER** 11 pm will be considered as **TRESPASSING** and subject to arrest by patrolling legal entities (Security and/or Hillsborough County Sheriff's Office). _____
16. No person may use the Recreation Center in such a manner as to interfere with the rights, comforts, conveniences, or peaceful enjoyment of the adjoining areas within the community by other residents. Specifically, no person may use the center in such a manner that creates excessive noise, profanity, or boisterous action. _____
17. Approval of all events is subject to the discretion of the District Manager. The District Manager has within its sole discretion the authority to reduce or waive rental fees for community service functions and events. _____
18. Individuals reserving the center must sign a Facility Usage Agreement and Release of Liability and Indemnification Agreement in order to rent the center. _____
19. No pets shall be allowed at any time in the center with the exception of service animals as defined by Florida Statutes. _____
20. All exterior doors and windows must be closed when the air conditioning or heat is on and temperatures reset to original settings. _____
21. There is **NO SMOKING** allowed. Smoking in the Recreation Center will result in the **FORFEITURE OF THE SECURITY DEPOSIT**. _____
22. Call 911 in the event of an emergency. _____
23. Violations will be subject to suspension as deemed appropriate by the Board of Supervisors. _____

Applicant Signature

Applicant Printed Name

Date

CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT

District Office ♦ 2005 Pan Am Circle, Suite 120 ♦ Suite A ♦ Tampa, Florida 33607 ♦ (813) 397-5120 ♦ Fax (813) 873-7070

CLUBHOUSE USAGE AGREEMENT
RELEASE OF LIABILITY AND INDEMNIFICATION

1. **CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT** (hereinafter, the “District”) is the owner of the clubhouse and related facilities (hereinafter, the “facilities”), located within the Carlton Lakes community in Hillsborough County, Florida.
2. The District, by its execution of this Agreement, has approved the use of the Facilities as described herein, subject to all applicable laws, rules and regulations, and subject to the District’s receipt of a fee of \$25.00 per hour, which will include set up and clean up. A fee of \$25.00 per every additional (1) hour for any time over the rental period will be charged; however, a rental fee of \$50.00 per hour will be charged for rental between the hours of 9:00 p.m. and 11:00 p.m. No rental will be made after 11:00 p.m. Refundable security deposit in the amount of \$100.00 for RESIDENT users. All monies for rental fees and refundable security deposit need to be submitted by U.S. Bank Check at least 72 hours prior to the rental. The resident completing the rental agreement must be in attendance at the event, otherwise the non-resident rental rate will be charged and deducted from the security deposit.
3. NON-RESIDENT rental fee is \$500.00 for up to six (6) hours, which will include set up and clean up. A fee of \$100.00 per hour for every (1) hour will be added for any time over the rental period; however, a rental fee of \$100.00 per hour will be charged for rental between the hours of 9:00 p.m. and 11:00 p.m. No rental will be made after 11:00 p.m. Refundable security deposit in the amount of \$250.00 for NON-RESIDENT users. All monies for rental fees and refundable security deposit need to be submitted by U.S. Bank Check at least 72 hours prior to the rental.
4. Security deposit refunds are subject to an inspection of the facility after the event, as well as complete adherence to the “Clubhouse Rules” (**see and initial**) attached. If a temporary access keycard is provided by the District for the rental period, failure to return the keycard will result in a security deposit deduction of \$25.00 for the replacement cost of the keycard. Please make checks (two, separate) payable to CARLTON LAKES CDD.
5. The undersigned, _____, (the Applicant), has applied to the District to use the Clubhouse as follows:
Applicant Address: _____
Purpose: _____
Date of Event: _____ Phone: _____
Time of Event (ALL Events shall end by 11:00 p.m.): _____
Extra Hours Required (\$50.00 or \$100.00 per every (1) hour: _____

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Policies Revised October 7, 2021
Agreement Revised June, 2022

Number of Attendees (NOT TO EXCEED 40): _____

6. The District has consented to the above use by the Applicant, its agents, employees and invitees.
7. In Consideration of the District's permission to the Applicant, its agents, employees and invitees to use the Facilities, the Applicant, for itself, its agents, employees and invitees, and any person or entity claiming by or through them, releases, discharges and acquits the District, its agents or employees, for any and all claims for loss, damage or injury of any nature whatsoever to persons or property, including but not limited to personal injury or death, resulting in any way from, or in any fashion arising from, or connected with, the use of the Facilities.
8. As further consideration for the District's permission to the Applicant, its agents, employees and invitees to use the Facilities, the Applicant, for itself, its representatives and assigns, agrees to indemnify, defend and hold harmless the District, its agents and employees, from any and all claims for loss, damage, injury or death of any nature whatsoever to persons or property, including, but not limited to personal injury or death, resulting in any way from or in any fashion arising from or connected with the use of the Facilities.
9. Should any provision of this Agreement be declared or be determined by any court of jurisdiction to be illegal or invalid, the validity of the remaining parts, term or provision shall not be affected thereby and said illegal part, term or provision shall be deemed not part of this Agreement.

Applicant:

Signature

Print name

Date

**CARLTON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: _____

As: _____

Date: _____

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

District Office ♦ 2005 Pan Am Circle, Suite 120 ♦ Suite A ♦ Tampa, Florida 33607 ♦ (813) 397-5120 ♦ Fax (813) 873-7070

CHECK PAYMENT FORM

*This form must be completed by **each person** issuing a check to Carlton Lakes CDD in payment for clubhouse rentals, keys or any other products/services. A copy of the check issuer's driver's license or valid ID must be obtained **for each occurrence.***

DATE: ____/____/____

NAME OF ISSUER: _____

ADDRESS: _____

HOME PHONE: (____)____-_____

CELL PHONE: (____)____-_____

DRIVER LICENSE NUMBER: _____
(Attach copy of license)

PLACE OF EMPLOYMENT: _____

WORK PHONE: (____)____-_____

AMOUNT OF CHECK: \$_____

REASON FOR CHECK: _____

Carlton Lakes Community Development District
Non-Resident Annual User Fee

The residents of the District pay both debt assessments and annual operation and maintenance assessments in exchange for the benefits provided by the District's infrastructure and services, including but not limited to the Recreational Center. To be fair and equitable to the residents of the District, any person who wish to enjoy the Recreational Center will be required to pay a fair and reasonable user fee that covers a proportional share of the District's infrastructure expenses and operation and maintenance expenses of the Recreational Center and the requisite supporting infrastructure. The Board may elect to cap the number of Non-Resident Members to account for size and capacity limitations of the Recreational Center.

Anyone who desires to become a Non-Resident Member may purchase an annual membership for use of the Recreational Center on a year-to-year basis. The Non-Resident Annual User Fee shall be the highest assessment amount per unit plus 15% of such assessment amount, which for Fiscal Year 2022-2023 is \$3,316.80 per household (a family of up to four), payable in advance. The rate for an individual is the same as for a family. Membership becomes effective upon the date full payment of the Non-Resident Annual User Fee and the Non-Resident Member Application are received by the District. Additional family members can be added at a cost of \$250.00 per individual.

**CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT
FITNESS CENTER POLICY**

DEFINITIONS

“Amenity Facility” or “Amenity Facilities” – shall mean the properties and areas owned by the District and intended for recreational use and shall include, but not specifically be limited to, the recreation center, pool and fitness center, together with the appurtenant facilities and District owned common areas.

“Fitness Center Policy” or “Fitness Center Policies” – shall mean the Fitness Center Policy document of Carlton Lakes Community Development District, as amended from time to time.

“Amenity Staff” – shall mean the District Manager or that person or firm so designated by the District’s Board of Supervisors, including their employees.

“Board” – shall mean the Carlton Lakes Community Development District’s Board of Supervisors.

“District” or “CDD” – shall mean the Carlton Lakes Community Development District.

“District Manager” – shall mean the professional management company with which the District has contracted to provide management services to the District.

“Fitness Center” – shall mean the gym area located within the Amenity Facility.

“Guest” – shall mean any person or persons who are invited by a Patron to participate in the use of the Amenity Facilities.

“Non-Resident(s)” – shall mean any person or group of persons who are not a Resident(s) of the District.

“Non-Resident User” – shall mean any person or persons not owning property in the District who is paying the Non-Resident User Fee to the District for use of all Amenity Facilities.

“Non-Resident User Fee” – shall mean the fee established by the District for any person who is not a Resident and wishes to become a Non-Resident User. The amount of the Non-Resident User Fee is set forth herein, and is subject to change based upon Board action.

“Operations Manager” – shall mean the District Manager or that person or firm so designated by the District’s Board of Supervisors, including their employees.

“Patron” or “Patrons” – shall mean Residents, Guests, Non-Resident Users, and Renters who are eighteen (18) years of age and older and are obligated to use the Amenity Facilities in a lawful manner and in accordance with this Fitness Center Policy.

“Property Owner” – shall mean that person or persons having fee simple ownership or legal title to land within the Carlton Lakes Community Development District.

“Recreation Center”—shall mean the clubhouse facility owned and operated by the District.

“Renter” – shall mean any tenant residing in a Property Owner’s home located within the District and pursuant to a valid rental or lease agreement.

“Resident” – shall mean any person, spouse or registered domestic partner of a person, and/or immediate family, including minor and/or dependent children, lawfully residing in a residential detached home within the District.

RULES FOR USE OF FITNESS CENTER

All Patrons and Guests using the Fitness Center are expected to conduct themselves in a responsible, courteous and safe manner in compliance with this Fitness Center Policy. A Patron’s disregard or violation of this policy, misuse of the Fitness Center, or destruction of Fitness Center equipment may result in the suspension or termination of Fitness Center privileges pursuant to the provisions of the Suspension and Termination section below.

Please note the Fitness Center is an unattended facility. All Patrons using the facility do so at their own risk. Amenity Staff is not present to provide personal training or exercise consultation to Patrons. Patrons interested in using the Fitness Center are encouraged to consult with a physician prior to commencing a fitness program.

- (1) ***Hours:*** The Fitness Center is open for use by Patrons during normal operating hours to be established and posted by the District. No access will be allowed, by a Patron or any other person, before or after Fitness Center hours, except for Amenity Staff to perform official duties and tasks. Trespassing may be prosecuted as a criminal offense and may lead to the loss of the Key Card and/or the revocation of access to the Fitness Center for the entire household pursuant to the provisions of the Suspension and Termination section below.
- (2) ***Emergencies:*** All emergencies and injuries must be reported to the Operations Manager as well as the District Manager at (813) 873-7300.
- (3) ***Eligible Users:*** Patrons sixteen (16) years of age and older are permitted to access the Fitness Center and use the fitness equipment during designated operating hours. Fourteen (14) and fifteen (15) year old persons may access the Fitness Center and use the fitness equipment with adult supervision. Children under the age of fourteen (14) may not use the fitness equipment. Patrons and Guests use the Fitness Center at their own risk.
- (4) ***Proper Attire:*** Appropriate clothing and athletic footwear (covering the entire foot) must be worn at all times. Appropriate clothing includes t-shirts, shorts, leotards, and/or sweat suits.
- (5) ***Food and Beverage:*** Food (including chewing gum) is not permitted. Non-alcoholic beverages, however, are permitted if contained in non-breakable containers with screw top or sealed lids. Glass containers and alcoholic beverages are not permitted.

(6) Miscellaneous Policies:

- Each Patron is responsible for wiping off fitness equipment after use.
- Use of personal trainers is not permitted.
- Hand chalk is not permitted.
- Music and/or digital media players are not permitted unless they are personal units equipped and used with headphones.
- No bags, gear, or jackets are permitted on the floor of the Fitness Center or on the fitness equipment.
- Smoking and smokeless tobacco products are not permitted.
- Weights or other fitness equipment may not be removed from the Fitness Center.
- Patron use of cardiovascular equipment shall be limited to sixty (60) minute periods.
- Patrons shall alternate between multiple sets on weight equipment if other individuals are waiting.
- Patrons must return weights and other fitness equipment to the proper location after use.
- Patrons should not drop free weights. Free weights should be placed only on the floor or on equipment made specifically for storage of the weights.
- Any fitness program operated, established, and run by Amenity Staff may have priority over other users of the Fitness Center.
- Televisions are available for use at volumes courteous to other Patrons using the Fitness Center. Patrons must turn off the TV when finished watching the television.

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

Fitness Center Release of Liability Form

Participant Name: _____ Date: _____

Street Address: _____

Daytime Phone: _____ Email Address: _____

NOTICE TO THE MINOR CHILD'S NATURAL GUARDIAN

READ THIS FORM COMPLETELY AND CAREFULLY. YOU ARE AGREEING TO LET YOUR MINOR CHILD ENGAGE IN A POTENTIALLY DANGEROUS ACTIVITY. YOU ARE AGREEING THAT, EVEN IF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT USES REASONABLE CARE IN PROVIDING THIS ACTIVITY, THERE IS A CHANCE YOUR CHILD MAY BE SERIOUSLY INJURED OR KILLED BY PARTICIPATING IN THIS ACTIVITY BECAUSE THERE ARE CERTAIN DANGERS INHERENT IN THE ACTIVITY WHICH CANNOT BE AVOIDED OR ELIMINATED. BY SIGNING THIS FORM YOU ARE GIVING UP YOUR CHILD'S RIGHT AND YOUR RIGHT TO RECOVER FROM THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT IN A LAWSUIT FOR ANY PERSONAL INJURY, INCLUDING DEATH, TO YOUR CHILD OR ANY PROPERTY DAMAGE THAT RESULTS FROM THE RISKS THAT ARE A NATURAL PART OF THE ACTIVITY. YOU HAVE THE RIGHT TO REFUSE TO SIGN THIS FORM, AND THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT HAS THE RIGHT TO REFUSE TO LET YOUR CHILD PARTICIPATE IF YOU DO NOT SIGN THIS FORM.

The undersigned, being over the age of eighteen (18) years, and as a Participant or the Parent of Legal Guardian of a minor Participant ("Minor Child"), hereby acknowledges that I have inspected the Fitness Center. In consideration of the permission granted me to avail myself use of the Fitness Center, I hereby release, waive, indemnify and hold harmless the District, and its officers, officials, agents, and employees from any and all liabilities, claims, demands, actions, suits, or judgments for loss, damage, injury that I, my Minor Child, or my family may sustain by reason or arising out of or in connection with my or my Minor Child's acts or omissions, negligence, participation in the use of the Fitness Center or the acts, omissions or negligence of the District, and their respective officers, officials, agents and employees. I fully acknowledge and understand that I am fully responsible for my acts, omissions, and negligence, and the acts, omissions and negligence of my Minor Child. I am also fully aware of the dangers and risks, foreseen and unforeseen, known and unknown, of injury inherent in my and my Minor Child's use of the Fitness Center. I understand that use of the Fitness Center can be dangerous and that the District recommends and requests that I consult with my physician with respect to any past or present illness or injury that may affect my or my Minor Child's participation in or ability to engage in exercise and activities at the Fitness Center. I further understand that I am financially responsible for any damages incurred by the District and caused, in whole or in part, by myself or my Minor Child using the Fitness Center.

I have read, understand, and agree to comply with and abide by all provisions pertaining to the Fitness Center as set forth in any local rules, regulations and policies.

In signing below, I am acknowledging that I have read and understand the entirety of this Fitness Center Release of Liability Form.

WITNESS:

Print Name

Participant Signature (or Parent or Legal
Guardian Signature if Participant is a Minor)

INDEMNIFICATION

Each individual using the Amenity Facilities shall indemnify and hold the District, and its officers, employees and agents harmless from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, and property damage of any nature, arising out of or in connection with the use of the Amenity Facilities and/or other District property, including attorneys' fees, litigation related costs, and appellate proceedings related thereto. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

The District and its agents, employees and officers shall not be liable for, and the Patrons shall release all such parties from, claims for injury or damage to or loss of personal property or to the person, sustained by the user or any person claiming through the Patron resulting from any fire, accident, occurrence, theft or condition in or upon the District's lands, premises and/or facilities.

SUSPENSION AND TERMINATION OF PRIVILEGES

To ensure the use and enjoyment of the Amenity Facilities by all Patrons and Guests, the following policy shall be followed for those Patrons who do not adhere to the rules and regulations. This policy will be enforced and applied uniformly in a standard way to all Patrons without prejudice.

- (1) Patrons and Amenity Staff are expected to act, at all times, in a courteous and respectful manner. A Patron displaying aggressive or argumentative behaviors may be subject to immediate suspension by Amenity Staff. Any Patron who is physically or verbally abusive to other Patrons or Amenity Staff will not receive written notice and will be immediately suspended for up to fifteen (15) days at the discretion of the Operations Manager.
- (2) All rule violations shall be handled by the Operations Manager in the following manner:
 - 1ST Violation: Verbal Warning
 - 2nd Violation: Written Warning
 - 3rd Violation: 30 Day Suspension
 - 4th Violation: 60 Day Suspension
- (3) Patrons' Amenity Facilities privileges may be subject to suspension or termination by the Board if a Patron behaves in a manner described below in this non-exhaustive list of impermissible behaviors:
 - Permits unauthorized use of his or her assigned Key Card by another person
 - Exhibits unsatisfactory behavior, manners or appearance
 - Fails to abide any portion of this Fitness Center Policy
 - Treats the Amenity Staff, Patrons or Guests in an unreasonable or abusive manner
 - Engages in conduct that is improper or likely to endanger the welfare, safety or reputation of the District, the Amenity Facilities, Amenity Staff or other Patrons.

- (4) Any Patron receiving a notice for rules violation will have the violation removed if they receive no further violations within a ninety (90) day period following the notification. If the member corrects the situation which is a violation on the spot, then no notice (oral or written) will be issued.
- (5) Any Patron receiving a notice of a rules violation may appeal by notifying the Operations Manager and requesting the suspension to be reviewed and/or repealed by the Board.

DRAFT

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT FITNESS CENTER POLICY

DEFINITIONS

“Amenity Facility” or “Amenity Facilities” – shall mean the properties and areas owned by the District and intended for recreational use and shall include, but not specifically be limited to, the ~~amenity recreation~~ center, pool and fitness center, together with the appurtenant facilities and District owned common areas.

“Fitness Center Policy” or “Fitness Center Policies” – shall mean ~~this the~~ Fitness Center Policy document of Carlton Lakes Community Development District, as amended from time to time.

“Amenity Staff” – shall mean the District Manager or that person or firm so designated by the District’s Board of Supervisors, including their employees.

“Board” – shall mean the Carlton Lakes Community Development District’s Board of Supervisors.

“District” or “CDD” – shall mean the Carlton Lakes Community Development District.

“District Manager” – shall mean the professional management company with which the District has contracted to provide management services to the District.

“Fitness Center” – shall mean the gym area located within the Amenity Facility.

“Guest” – shall mean any person or persons who are invited by a Patron to participate in the use of the Amenity Facilities.

“Non-Resident(s)” – shall mean any person or group of persons who are not a Resident(s) of the District.

“Non-Resident User” – shall mean any person or persons not owning property in the District who is paying the Non-Resident User Fee to the District for use of all Amenity Facilities.

“Non-Resident User Fee” – shall mean the fee established by the District for any person who is not a Resident and wishes to become a Non-Resident User. The amount of the Non-Resident User Fee is set forth herein, and is subject to change based upon Board action.

“Operations Manager” – shall mean the District Manager or that person or firm so designated by the District’s Board of Supervisors, including their employees.

“Patron” or “Patrons” – shall mean Residents, Guests, Non-Resident Users, and Renters who are eighteen (18) years of age and older and are obligated to use the Amenity Facilities in a lawful manner and in accordance with this Fitness Center Policy.

“Property Owner” – shall mean that person or persons having fee simple ownership or legal title to land within the Carlton Lakes Community Development District.

“Recreation Center”—shall mean the clubhouse facility owned and operated by the District.

“Renter” – shall mean any tenant residing in a Property Owner’s home located within the District and pursuant to a valid rental or lease agreement.

“Resident” – shall mean any person, spouse or registered domestic partner of a person, and/or immediate family, including minor and/or dependent children, lawfully residing in a residential detached home within the District.

RULES FOR USE OF FITNESS CENTER

All Patrons and Guests using the Fitness Center are expected to conduct themselves in a responsible, courteous and safe manner in compliance with this Fitness Center Policy. A Patron’s disregard or violation of this policy, misuse of the Fitness Center, or destruction of Fitness Center equipment may result in the suspension or termination of Fitness Center privileges pursuant to the provisions of the Suspension and Termination section below.

Please note the Fitness Center is an unattended facility. All Patrons using the facility do so at their own risk. Amenity Staff is not present to provide personal training or exercise consultation to Patrons. Patrons interested in using the Fitness Center are encouraged to consult with a physician prior to commencing a fitness program.

- (1) ***Hours:*** The Fitness Center is open for use by Patrons during normal operating hours to be established and posted by the District. No access will be allowed, by a Patron or any other person, before or after Fitness Center hours, except for Amenity Staff to perform official duties and tasks. Trespassing may be prosecuted as a criminal offense and may lead to the loss of the Key Card and/or the revocation of access to the Fitness Center for the entire household pursuant to the provisions of the Suspension and Termination section below.
- (2) ***Emergencies:*** All emergencies and injuries must be reported to the Operations Manager as well as the District Manager at (813) 873-7300.
- (3) ***Eligible Users:*** Patrons sixteen (16) years of age and older are permitted to access the Fitness Center and use the fitness equipment during designated operating hours. Fourteen (14) and fifteen (15) year old persons may access the Fitness Center and use the fitness equipment with adult supervision. Children under the age of fourteen (14) may not use the fitness equipment. Patrons and Guests use the Fitness Center at their own risk.
- (4) ***Proper Attire:*** Appropriate clothing and athletic footwear (covering the entire foot) must be worn at all times. Appropriate clothing includes t-shirts, shorts, leotards, and/or sweat suits.
- (5) ***Food and Beverage:*** Food (including chewing gum) is not permitted. Non-alcoholic beverages, however, are permitted if contained in non-breakable containers with screw top or sealed lids. Glass containers and alcoholic beverages are not permitted.

(6) Miscellaneous Policies:

- Each Patron is responsible for wiping off fitness equipment after use.
- Use of personal trainers is not permitted.
- Hand chalk is not permitted.
- Music and/or digital media players are not permitted unless they are personal units equipped and used with headphones.
- No bags, gear, or jackets are permitted on the floor of the Fitness Center or on the fitness equipment.
- Smoking and smokeless tobacco products are not permitted.
- Weights or other fitness equipment may not be removed from the Fitness Center.
- Patron use of cardiovascular equipment shall be limited to sixty (60) minute periods.
- Patrons shall alternate between multiple sets on weight equipment if other individuals are waiting.
- Patrons must return weights and other fitness equipment to the proper location after use.
- Patrons should not drop free weights. Free weights should be placed only on the floor or on equipment made specifically for storage of the weights.
- Any fitness program operated, established, and run by Amenity Staff may have priority over other users of the Fitness Center.
- Televisions are available for use at volumes courteous to other Patrons using the Fitness Center. Patrons must turn off the TV when finished watching the television.

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

Fitness Center Release of Liability Form

Participant Name: _____ Date: _____

Street Address: _____

Daytime Phone: _____ Email Address: _____

NOTICE TO THE MINOR CHILD'S NATURAL GUARDIAN

READ THIS FORM COMPLETELY AND CAREFULLY. YOU ARE AGREEING TO LET YOUR MINOR CHILD ENGAGE IN A POTENTIALLY DANGEROUS ACTIVITY. YOU ARE AGREEING THAT, EVEN IF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT USES REASONABLE CARE IN PROVIDING THIS ACTIVITY, THERE IS A CHANCE YOUR CHILD MAY BE SERIOUSLY INJURED OR KILLED BY PARTICIPATING IN THIS ACTIVITY BECAUSE THERE ARE CERTAIN DANGERS INHERENT IN THE ACTIVITY WHICH CANNOT BE AVOIDED OR ELIMINATED. BY SIGNING THIS FORM YOU ARE GIVING UP YOUR CHILD'S RIGHT AND YOUR RIGHT TO RECOVER FROM THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT IN A LAWSUIT FOR ANY PERSONAL INJURY, INCLUDING DEATH, TO YOUR CHILD OR ANY PROPERTY DAMAGE THAT RESULTS FROM THE RISKS THAT ARE A NATURAL PART OF THE ACTIVITY. YOU HAVE THE RIGHT TO REFUSE TO SIGN THIS FORM, AND THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT HAS THE RIGHT TO REFUSE TO LET YOUR CHILD PARTICIPATE IF YOU DO NOT SIGN THIS FORM.

The undersigned, being over the age of eighteen (18) years, and as a Participant or the Parent of Legal Guardian of a minor Participant ("Minor Child"), hereby acknowledges that I have inspected the Fitness Center. In consideration of the permission granted me to avail myself use of the Fitness Center, I hereby release, waive, indemnify and hold harmless the District, and its officers, officials, agents, and employees from any and all liabilities, claims, demands, actions, suits, or judgments for loss, damage, injury that I, my Minor Child, or my family may sustain by reason or arising out of or in connection with my or my Minor Child's acts or omissions, negligence, participation in the use of the Fitness Center or the acts, omissions or negligence of the District, and their respective officers, officials, agents and employees. I fully acknowledge and understand that I am fully responsible for my acts, omissions, and negligence, and the acts, omissions and negligence of my Minor Child. I am also fully aware of the dangers and risks, foreseen and unforeseen, known and unknown, of injury inherent in my and my Minor Child's use of the Fitness Center. I understand that use of the Fitness Center can be dangerous and that the District recommends and requests that I consult with my physician with respect to any past or present illness or injury that may affect my or my Minor Child's participation in or ability to engage in exercise and activities at the Fitness Center. I further understand that I am financially responsible for any damages incurred by the District and caused, in whole or in part, by myself or my Minor Child using the Fitness Center.

I have read, understand, and agree to comply with and abide by all provisions pertaining to the Fitness Center as set forth in any local rules, regulations and policies.

In signing below, I am acknowledging that I have read and understand the entirety of this Fitness Center Release of Liability Form.

WITNESS:

Print Name

Participant Signature (or Parent or Legal
Guardian Signature if Participant is a Minor)

INDEMNIFICATION

Each individual using the ~~Amenity Facilities Fitness Center~~ shall indemnify and hold the District, and its officers, employees and agents harmless from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, and property damage of any nature, arising out of or in connection with the use of the ~~Amenity Facilities Fitness Center~~ and/or other District property, including attorneys' fees, litigation related costs, and appellate proceedings related thereto. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

The District and its agents, employees and officers shall not be liable for, and the Patrons shall release all such parties from, claims for injury or damage to or loss of personal property or to the person, sustained by the user or any person claiming through the Patron resulting from any fire, accident, occurrence, theft or condition in or upon the District's lands, premises and/or facilities.

SUSPENSION AND TERMINATION OF PRIVILEGES

To ensure the use and enjoyment of the ~~Amenity Facilities Fitness Center~~ by all Patrons and Guests, the following policy shall be followed for those Patrons who do not adhere to the rules and regulations. This policy will be enforced and applied uniformly in a standard way to all Patrons without prejudice.

- (1) Patrons and Amenity Staff are expected to act, at all times, in a courteous and respectful manner. A Patron displaying aggressive or argumentative behaviors may be subject to immediate suspension by Amenity Staff. Any Patron who is physically or verbally abusive to other Patrons or Amenity Staff will not receive written notice and will be immediately suspended for up to fifteen (15) days at the discretion of the Operations Manager.
- (2) All rule violations shall be handled by the Operations Manager in the following manner:
 - 1ST Violation: Verbal Warning
 - 2nd Violation: Written Warning
 - 3rd Violation: 30 Day Suspension
 - 4th Violation: 60 Day Suspension
- (3) Patrons' ~~Fitness Center~~Amenity Facilities privileges may be subject to suspension or termination by the Board if a Patron behaves in a manner described below in this non-exhaustive list of impermissible behaviors:
 - Permits unauthorized use of his or her assigned Key Card by another person
 - Exhibits unsatisfactory behavior, manners or appearance
 - Fails to abide any portion of this Fitness Center Policy
 - Treats the Amenity Staff, Patrons or Guests in an unreasonable or abusive manner
 - Engages in conduct that is improper or likely to endanger the welfare, safety or reputation of the District, the ~~Fitness Center~~Amenity Facilities, Amenity Staff or other Patrons.

- (4) Any Patron receiving a notice for rules violation will have the violation removed if they receive no further violations within a ninety (90) day period following the notification. If the member corrects the situation which is a violation on the spot, then no notice (oral or written) will be issued.
- (5) Any Patron receiving a notice of a rules violation may appeal by notifying the Operations Manager and requesting the suspension to be reviewed and/or repealed by the Board.

DRAFT



2122 Henley Road
Lutz, FL 33558

www.pinelakenurseryinc.com

INVOICE

Date	Invoice No.
10/14/22	1457
Terms	Due Date
Net 30	11/13/22

BILL TO
Teresa Farlow Carlton Lakes CDD 11404 Carlton Fields Drive Riverview, FL 33579

PROPERTY
Carlton Lakes CDD 11404 Carlton Fields Drive Riverview, FL 33579

Amount Due	Enclosed
\$28,973.82	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
			\$28,973.82	\$0.00	\$28,973.32
	#1520 - Storm Damage Clean UP: Remove several fallen trees and debris				
	Pine Lake Services, Inc. would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakenurseryinc.com or (813) 948-4736.				
	General Debris Clean up & Tree Removal		\$28,973.82	\$0.00	\$28,973.82
	Total		\$28,973.82	\$0.00	\$28,973.82

Rick Reidt

From: John Amarosa <john@pinelakenurseryinc.com>
Sent: Friday, October 21, 2022 9:35 AM
To: Rick Reidt
Cc: Freddy Barton - Carlton Lakes CDD (carltonlakesseat1@gmail.com); Elizabeth Morales Diaz (carltonlakesseat5@gmail.com); Rena Vance (rena.vance@aol.com); Nicholle Palmer (carltonlakesseat3@gmail.com)
Subject: RE: Pine Lake lan clean up invoice.

Okay, I can provide that again, there was a tremendous amount of work and labor on the jobsite. I provided the details in my report at the last meeting but here it is again. Please let me know if there are more questions.

17 trees cut down, removed, hauled off and legally disposed of.

4 trees illegally dumped on CDD property also removed, hauled off and legally disposed of including the rootballs

71 trees re-set and staked up with lumber

Trimmed broken branches out of more than 45 trees on the CDD property.

Clean up and all tree litter and debris from grounds, remove and legally dispose.

Sincerely,

John Amarosa



O (813) 948-4736

C (727) 243-2852

2122 Henley Rd

Lutz, FL 33558

www.pinelakenurseryinc.com

John@pinelakenurseryinc.com

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From: Rick Reidt <Rick.Reidt@Inframark.com>

Sent: Friday, October 21, 2022 9:20 AM

To: John Amarosa <john@pinelakenurseryinc.com>

Cc: Freddy Barton - Carlton Lakes CDD (carltonlakesseat1@gmail.com) <carltonlakesseat1@gmail.com>; Elizabeth Morales Diaz (carltonlakesseat5@gmail.com) <carltonlakesseat5@gmail.com>; Rena Vance (rena.vance@aol.com) <rena.vance@aol.com>; Nicholle Palmer (carltonlakesseat3@gmail.com) <carltonlakesseat3@gmail.com>

Subject: Pine Lake Ian clean up invoice.

John,

This invoice has been placed on hold in our system. The Board at the upcoming meeting will want a detailed breakdown on all the damage repairs.

This is the highest invoice I have received from any district for landscaping cleanup.

Please be prepared to discuss with the Board of Directors.

Thank you,

Rick L. Reidt | District Manager



2005 Pan Am Circle Ste 300 | Tampa, FL 33607

(O) 813.873.7300 ext. 105 | (M) 813-955-0050 | rick.reidt@inframark.com | www.inframarkims.com

To maintain compliance with the Florida Sunshine Amendment, please do not reply globally to this notification. Any questions should be to the sending party only or to the District Office at (813) 873-7300.

The information contained in this electronic message is confidential, proprietary and intended for the use of the owner of the e-mail address listed as the recipient of this message. If you are not the intended recipient, or the employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any disclosure, dissemination, distribution, copying of this communication, or unauthorized use is strictly prohibited and subject to prosecution to the fullest extent of the law. If you are not the intended recipient, please delete this electronic message and do not act upon, forward, copy or otherwise disseminate it or its contents

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Carlton Lakes

Date: 10/21/22

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	COMMENTS
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LANDSCAPE MAINTENANCE

TURF	5	4	-1	
TURF FERTILITY	10	7	-3	
TURF EDGING	5	4	-1	
WEED CONTROL - TURF AREAS	5	4	-1	
TURF INSECT/DISEASE CONTROL	10	10		
PLANT FERTILITY	5	4	-1	monuments/flow
WEED CONTROL - BED AREAS	5	3	-2	
PLANT INSECT/DISEASE CONTROL	5	5		
PRUNING	10	10		
CLEANLINESS	5	4	-1	
MULCHING	5	5		
WATER/IRRIGATION MGMT	8	6	-2	around amenity center
CARRYOVERS	5	4	-1	detailing

SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	6	-1	canarys coming back
INSECT/DISEASE CONTROL	7	7		
DEADHEADING/PRUNING	3	3		

SCORE

100		-14	86.0%
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Contractor Signature:

Manager's Signature:


Clay Wright


Carlton Lakes 10/21/2022

Pictures within the amenity center were somehow deleted. The newly planted Crotons appeared under watered and the drip lines are to be inspected by the irrigation technician Tuesday 10/25. Fredrick mentioned he will be applying miracle grow to them. There were a few dead Jasmine that needed to be pulled and the fertilization of the Hibiscus is to be assessed. Flax lilies were healthy but too spread out in some areas and it is recommended we plant more. Sinkhole outside of amenity center has been repaired and filled in.



Turf weed control is improving outside amenity center.



Detail work needed in plant beds around the amenity center. Multiple weeds spotted.



Some of the tree rings need edging and weed detailing.



Area between retaining wall and pond is being properly mowed. Retaining wall is being sprayed for weed control. There was a section further down that was missed and will be sprayed at next visit.



All Viburnum along the black fence needs to be trimmed just below the fence line. Will be done by next walk through.



Weed detailing and edging needed around Gold Mound and Ilex.



Some of the annuals are dying off, dead ones have been pulled. Irrigation tech will make sure they are all getting enough water. New rotation going in November.





Weed detailing needed.



Crotons, Ti Plants, and jasmine all looking healthy at front of Amenity Center.



Northern entryways need continual weed detailing. Most plant material is healthy. Firecracker plant is encroaching onto the other plants and will be trimmed.



Turf areas along Leland Groves Dr look healthy, weed detailing needed in the landscaping beds.



Conservation area to be cut back to proper boundary line.



Turf weeds and mower strikes discussed around field on Arbor Pines Dr.



Weed detailing needed and dead Juniper to be removed from landscaping beds.



Edging and weed detailing needed at entryway.



Conservation area is encroaching over the landscaping beds near the entryway and will be cut back.



Foreign growth at the base of the River Birch is to be removed.



Clippings from trimming the Japanese Blueberries need to be cleaned up and removed from landscaping beds.



Viburnum and grasses are trimmed and edged all along Balm Road.





Marked all mower strikes on fence around pond 1.

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A BUSINESS CREDIT CARD ACCOUNT RELATIONSHIP WITH TRUIST BANK; PROVIDING THE TREASURER AND THE OPERATIONS MANAGER WITH DISCRETIONARY SPENDING AUTHORITY UNDER LIMITED CONDITIONS AS SPECIFIED HEREIN; AUTHORIZING THE EXECUTION AN ORGANIZATION ATTESTATION FORM ON BEHALF OF THE DISTRICT IN CONNECTION WITH THE BUSINESS CREDIT CARD ACCOUNT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Carlton Lakes Community Development District (the “District”) is a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, and having those powers set forth in Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District has determined that it is appropriate to enter into and establish a business credit card account (“**Card Account**”) relationship with Truist Bank; and

WHEREAS, the Board of Supervisors of District has determined that it is appropriate to execute the Organization Attestation Form—Credit Card to establish the Card Account with Truist Bank, attached hereto as Exhibit A, and to provide both the Treasurer and the Operations Manager with certain discretionary authority to make certain expenditures with respect to services benefiting the District and the District’s clubhouse or recreational facilities, provided that such expenditures do not exceed established thresholds and that the expenditure is contemplated or within the funding designated for such service, as reflected in the applicable fiscal year budget for the District; and

WHEREAS, the Board of Supervisors has determined that it is in the best interest of the public and the residents of the District, will provide for greater efficiency in the delivery of services required by the District, and will therefore benefit those residing within the boundaries of the District, to delegate such discretionary spending authority to the Treasurer and Operations Manager in utilizing the Card Account; and

WHEREAS, the Board of Supervisors now desires to approve and authorize the District Manager, the Treasurer or the Chair to execute the Organization Attestation Form—Credit Card authorizing the establishment of the Card Account, designate the discretionary spending authority thresholds to be delegated to the Treasurer and Operations Manager, and authorize the designated individuals named herein to enter into, execute and deliver in the name of the District all agreements, documents, or instruments necessary to establish and administer the Card Account and to serve as program administrator(s) of the Card Account on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The above recitals true and correct and by this reference are hereby incorporated into and made an integral part of this Resolution.

Section 2. The establishment of the Card Account with Truist Bank is hereby authorized and the District Manager, the Treasurer or the Chair are hereby authorized to execute the Organization Attestation Form—Credit Card.

Section 3. The Treasurer and/or the Operations Manager of the District are hereby authorized to make certain expenditures utilizing the Card Account with respect to services benefiting the District, provided that each of the following conditions is satisfied:

A. The amount of an expenditure does not exceed Two Hundred Fifty Dollars (\$250.00) per transaction, not to exceed One Thousand Dollars (\$1,000.00) per month.

B. The expenditure for such goods or services does not exceed that which is contemplated or designated for such goods or service in the applicable fiscal year budget for the District.

C. The expenditure is within the District's power as reflected in the District Charter and in Chapter 190, Florida Statutes, and is not contrary to any applicable statute, regulation, or District Rule of Procedure.

Section 4. The following individuals are hereby authorized to enter into, execute and deliver in the name of the District all agreements, documents, or instruments necessary to establish and administer the Card Account and to serve as program administrator(s) of the Card Account on behalf of the District:

A. Eric Davidson, Treasurer.

B. Fredrick Levatte, Operations Manager

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. If any clause, section or other part application of this Resolution is held by a court of competent jurisdiction to be unconstitutional or invalid, in part or as applied it shall not affect the validity of the remaining portions or the applications of the Resolution.

Section 7. This Resolution shall take effect immediately and shall terminate when so directed by resolution of the Board of Supervisors.

**PASSED AND ADOPTED BY THE BOARD OF SUPERVISORS OF THE
CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT, THIS 3RD DAY
OF NOVEMBER, 2022.**

ATTEST:

**CARLTON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Freddy Barton
Chair of the Board of Supervisors



Organization Attestation Form – Credit Card

Full Legal Name of Organization (hereinafter “Organization”): _____

Organization is duly organized and existing under the laws of: _____ {State}

Organization’s Entity Type (please indicate using an “X”):

- ☐ Cooperative ☐ Corporation ☐ Estates ☐ Government Entity ☐ Limited Liability Company ☐ Sole Proprietorship
☐ Limited Liability Company (Single Member) ☐ Non-Profit Organization ☐ Partnership (General or Limited) ☐ Trust
☐ Unincorporated Association ☐ Trade Name Entity ☐ Other _____

Organization’s Tax Identification Number or Entity Identification Number: _____

I, the undersigned, hereby certify that the following are the names and titles of the individual(s) who are designated by board resolution or through other duly executed governance documents of the Organization with the absolute authority to enter into and bind the Organization to a business credit card account (“Card Account”) relationship with Truist Bank (“Truist”).

I further certify that each individual listed below is authorized to bind the Organization and enter into, execute, and deliver in the name of and on behalf of the Organization the agreements, documents, or other instruments deemed reasonable or necessary to establish and administer the Card Account including as such agreements, documents, or instruments may be amended from time to time. I hereby further certify that any individual listed below may serve as and may designate individual(s) who may serve as program administrator(s) of the Card Account on behalf of the Organization with the understanding that such program administrators are empowered to manage, control, operate, modify, access, or close the Card Account.

Finally, I attest that I am authorized to certify that the designations described within this document have been duly adopted by the Organization through board resolution or other duly executed governance documents, and that such designations remain in full force and effect and have not been amended or rescinded. Accordingly, I attest that the Organization understands and agrees that Truist may rely upon the authority of the individuals identified herein until Truist has received and had reasonable time to act upon written notice from the Organization that rescinds or modifies the authority of any individual(s) listed below.

Name	_____	Title	_____
Name	_____	Title	_____
Name	_____	Title	_____
Name	_____	Title	_____
Name	_____	Title	_____

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Organization this _____ day of _____, 20____.

Signature

Print Name

Title

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT AMENDING ITS BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “**Board**”) of the Carlton Lakes Community Development District (the “**District**”) previously adopted its budget for fiscal year 2021/2022;

WHEREAS, the Board desires to relocate funds budgeted to reflect appropriated revenues and expenses approved during the fiscal year;

WHEREAS, the District is empowered by section 189.016, Florida Statutes to adjust the budget based on actual revenues and expenses; and

WHEREAS, the District Manager has submitted a proposed amended budget to reflect appropriated revenues and expenses approved during the fiscal year 2021/2022 (the “**Amended Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. **Recitals.** The foregoing recitals are hereby incorporated as the findings of fact of the Board.
2. **Amended Budget.** The Board hereby finds and determines as follows:
 - a. That the Board has reviewed the Amended Budget, a copy of which is on the District’s website, on file with the office of the District Manager, and at the District’s Records Office.
 - b. The Amended Budget is hereby adopted and shall accordingly amend the previously adopted budget for fiscal year 2021/2022.
 - c. That the Amended Budget shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the “Amended Budget for the Carlton Lakes Community Development District for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2021”.
 - d. The Amended Budget shall be posted by the District Manager on the District’s official website within five (5) days after adoption and remain on the website for at least two (2) years.
3. **Severability.** If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such

other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

4. **Conflicts.** This Resolution is intended to supplement the original resolution adopting the budget for fiscal year 2021/2022, which remain in full force and effect. This Resolution and the original resolution shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.
5. **Effective Date.** This Resolution shall become effective upon its adoption.

Passed and adopted this 3rd day of November, 2022.

Attest:

Carlton Lakes
Community Development District

Name: _____
Secretary/Assistant Secretary

Name: _____
Chair/Vice-Chair of the Board of Supervisors

Exhibit A: 2021/2022 Amended Budget



Air-Rics Air Conditioning And Heating

Carlton lakes cdd
11404 Carlton Fields Drive
Riverview, FL 33579

(813) 773-3002
carltonlkclubhouse@gmail.com

ESTIMATE	#373
ESTIMATE DATE	Oct 22, 2022
SCHEDULED DATE	Tue Oct 18, 2022 8:00am
TOTAL	\$500.00

CONTACT US
14137 Poke Ridge Dr
Riverview, FL 33579

(813) 455-8785
Jeric86@gmail.com

ESTIMATE

Services	qty	unit price	amount
Air Conditioner - A/C tune up	4.0	\$125.00	\$500.00
An A/C tune-up keeps your air conditioning system in good working order. It includes:			
1. Inspect and washed condenser coils			
2. Check mfd capacitor readings			
3. Record amping for compressor and motor			
4. Check motor balance and fan blade			
5. Check defrost mode operation			
6. Balance Motor			
7. Measure refrigerant levels			
8. Test safely controls			
9. Inspect breakers			
10. Sanitize the air handler			
11. Lubricate all moving parts			
12. Tighten electrical connections			
13. Electronically measure amperage draw			
14. Check air fiow			
15. Inspect and clean filter			
16. Secure fan blades			
17. Explore duct work for leaks, mold, and mildew			
18. Test voltage and pressures			
19. Tighten and adjust all blower components			
20. Examine heat exchanger			
21. Chemically treat drain pan and lines to retard algae growth			

When completed you will receive a recommendation for any further maintenance or repair needs of your system. First time to ensure proper service and maintenance.

Air Conditioner - A/C tune up	1.0	\$0.00	\$0.00
An A/C tune-up keeps your air conditioning system in good working order. It includes:			
• Inspect coolant levels & pressure			
• Check & adjust thermostat			
• Inspect wiring, contacts, capacitors & relays			
• Inspect evaporator coil			
• Inspect and clean condenser			
• Inspect condensate drain			
• Inspect outdoor disconnect			

- Inspect condenser fan motor & blades
- Inspect compressor at startup

When completed you will receive a recommendation for any further maintenance or repair needs of your system.

Semi annual would be our recommendation to do each unit would be \$99 each. Filters will not be provided. If repairs are needed we would provide estimate cost.

Subtotal	\$500.00
Total	\$500.00

Thank you for your business and entrusting us to service you.
CAC1819889



Air-Rics Air Conditioning And Heating

Carlton lakes cdd
11404 Carlton Fields Drive
Riverview, FL 33579

(813) 773-3002
carltonlkclubhouse@gmail.com

ESTIMATE	#373
ESTIMATE DATE	Oct 17, 2022
SCHEDULED DATE	Tue Oct 18, 2022 8:00am
TOTAL	\$500.00

CONTACT US
14137 Poke Ridge Dr
Riverview, FL 33579

(813) 455-8785
Jeric86@gmail.com

ESTIMATE

Services	qty	unit price	amount
----------	-----	------------	--------

Air Conditioner - A/C tune up	4.0	\$125.00	\$500.00
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An A/C tune-up keeps your air conditioning system in good working order. It includes:

- Inspect coolant levels & pressure
- Check & adjust thermostat
- Inspect wiring, contacts, capacitors & relays
- Inspect evaporator coil
- Inspect and clean condenser
- Inspect condensate drain
- Inspect outdoor disconnect
- Inspect condenser fan motor & blades
- Inspect compressor at startup

When completed you will receive a recommendation for any further maintenance or repair needs of your system. First time to ensure proper service and maintenance.

Air Conditioner - A/C tune up	1.0	\$0.00	\$0.00
-------------------------------	-----	--------	--------

An A/C tune-up keeps your air conditioning system in good working order. It includes:

- Inspect coolant levels & pressure
- Check & adjust thermostat
- Inspect wiring, contacts, capacitors & relays
- Inspect evaporator coil
- Inspect and clean condenser
- Inspect condensate drain
- Inspect outdoor disconnect
- Inspect condenser fan motor & blades
- Inspect compressor at startup

When completed you will receive a recommendation for any further maintenance or repair needs of your system.

Semi annual would be our recommendation to do each unit would be \$99 each. Filters will not be provided. If repairs are needed we would provide estimate cost.

Subtotal	\$500.00
<hr/>	
Total	\$500.00

Thank you for your business and entrusting us to service you.
CAC1819889



ESTIMATE	#59
ESTIMATE DATE	Oct 19, 2022
SCHEDULED DATE	Wed Oct 19, 2022
	10:00am
TOTAL	\$800.00

South Forks Lake Community
11404 Carlton Fields Dr
Riverview, FL 33579

(813) 773-3002
carltonlkclubhouse@gmail.com

CONTACT US
5133 W Clifton St
Tampa, FL 33634

(813) 341-5400
nationwidehomesolutions2021@gmail.com

ESTIMATE

Services	amount
Maintenance Program Estimate Customer is interested in an estimate on having their clubhouse A/C units maintained. They have 4 units of various ages.	\$0.00
Work Done Eddie inspected the four vertical straight cool split systems. Two 3.5 tons and two 1.5 tons Lennox 5 years old no filters in air handlers.	\$0.00
Service - Estimate Maintenance on commercial property would be \$200.00 per system and would be charged \$800.00 once a year for the maintenance services including two visits per year where we would perform our 21 Point Inspection and Maintenance: <ol style="list-style-type: none"> 1. Inspect and wipe down the condenser coils 2. Monitor starting capacity 3. Clear drain line 4. Calibrate the T-STAT (if needed) 5. Observe temperature split throughout home/business 6. Balance Motor 7. Measure refrigerant levels 8. Test safety controls 9. Inspect breakers 10. Sanitize the air handler 11. Lubricate all moving parts 12. Tighten electrical connections 13. Electronically measure amperage draw 14. Check air flow 15. Inspect and clean filter 16. Secure fan blades 17. Explore duct work for leaks, mold, and mildew 18. Test voltage and pressures 19. Tighten and adjust all blower components 20. Examine heat exchanger 21. Chemically treat drain pan and lines to retard algae growth We would also change the customer provided filters while there and keep a record of customer's maintenances.	\$800.00

Subtotal	\$800.00
<hr/>	
Total	\$800.00



PREVENTATIVE MAINTENANCE AGREEMENT

4424 N. Lois Avenue, Tampa, FL 33614

P. 813.870.2966 F. 813.870.2896

service@fitrev.com

Prepared For: Carlton Lakes CDD Clubhouse

Purpose of Agreement:

This agreement* specifies the services; timeframe and pricing pertaining to preventative maintenance (PM) and repair services FITREV will provide Carlton Lakes CDD Clubhouse relative to the care of all fitness equipment. During the first PM visit, FITREV will identify and record the specific models and corresponding serial numbers of equipment to be maintained under this agreement.

Preventative Maintenance Services:

FITREV will provide 1 PM services PER YEAR. The full range of PM service includes: mechanical inspections, lubrication, adjustments and repair recommendations to reduce unexpected breakdowns. An internal cleaning of the mechanical compartment is included in this service along with an exterior wipe down. Carlton Lakes CDD Clubhouse will receive 1 PM services from 9/21/2022 and continue for a term of one (1) year; expiring on the anniversary date of the initial purchase of the PM Agreement. Agreement may be canceled with a 30-day written notice at any time**.

Preventative Maintenance Charge:

The services fee is \$295 per service plus the fuel surcharge. The PM services fee shall cover all services described previously but shall not cover costs of any parts, materials or supplies as may be necessary or requested by the customer. These will be billed separately as such costs occur. All PM invoices will be submitted to customer upon receipt of the service order provided by the service tech who performed the service call. Service will be suspended if an invoice is unpaid for more than 45 days.

Payments:

Invoices are due upon receipt and payments must be received within fifteen (15) days of receipt in order to avoid service interruptions. FitRev will waive the fuel surcharge on invoices paid on the *day of service*. If any PM/Service invoice goes unpaid for more than ninety (90) days, the PM agreement will be terminated, and no further service will be provided until account is brought to current. If non-payment exceeds the ninety (90) day period and account is paid in full, preventative maintenance and service will be reinstated upon signing a new preventative maintenance agreement.

Repair Fees:

FITREV will provide full repair services based upon scope of work agreed to by the customer. All repairs will be quoted in advance including all parts and labor costs. Labor rate is \$88/hour (our regular rate is \$88/hour) plus any parts and shipping. The customary service charge of \$88.00 is reduced to \$65 when a preventative maintenance agreement is in place.

Signature and Title of authorized personnel

Date

*PM agreements left unsigned are good for 90 days and include only the equipment listed on page 3

**Additional equipment can be added after the agreement is in place with an analysis and new agreement



PREVENTATIVE MAINTENANCE AGREEMENT

Treadmills	Cross-Trainers	Stairclimbers	Bikes	Strength	Spin Bikes
✓Inspect drive belt	✓Check tracks	✓Clean friction belt	✓Check Kevlar belt	✓Lubricate rods	✓Clean flywheel
✓Inspect belts	✓Lubricate lift	✓Grease pivots	✓Check seat	✓Grease fittings	✓Adjust flywheel
✓Inspect flip deck	✓Inspect wheels	✓Check springs	✓Lubricate chains	✓Tighten nuts	✓Clean chains
✓Inspect rollers	✓Inspect rollers	✓Check cables	✓Check cranks	✓Check upholstery	✓Clean frames
✓Lubricate lift	✓Inspect pad	✓Lubricate chains	✓Check alternator	✓Adjust plates	✓Adjust tension
✓Inspect wheels	✓Check flywheels	✓Check shocks	✓Check electronics	✓Check cables for proper tension and damage	✓Lubricate tension
✓Inspect pads	✓Diagnose errors	✓Check handrails	✓Check Kevlar belt		✓Lubricate pedals
✓Inspect feet	✓Check stride	✓Clean friction belt	✓Check seat		✓Lubricate bearing
✓Diagnose errors	✓Check tracks	✓Grease pivots	✓Lubricate chains		✓Lubricate chains
✓Check mileage	✓Lubricate lift	✓Clean interior mechanical compartment	✓Check cranks		✓Lubricate seat
✓Check amp draw	✓Clean interior mechanical compartment		✓Check alternator		✓Lubricate knobs
✓Clean interior mechanical compartment			✓Clean interior mechanical compartment		

[illegible]



PREVENTATIVE MAINTENANCE AGREEMENT

Best practices between PM services

- Your equipment, especially your cardio equipment, attracts dust. To prolong the life and health of your fitness equipment, it is important to vacuum your fitness room making sure to get under and around all fitness equipment as well as the corners of the room at least once a week. The more often this is done, the better it is for your equipment - dust build up impacts the wear and mechanics of your equipment.
- Your equipment needs to be wiped down with an approved cleaner such as Simple Green (30pp water to 1pp solution) from top to bottom - focusing on areas where sweat drips to prevent corrosion and rust, not to mention the spread of illnesses.

We are here to help you provide your members/customers/residents and patients with the best possible fitness experience. Please feel free to reach out with any questions, concerns or if your equipment needs repair in between PM calls.

Our standard hours of operations are as follows:

Monday thru Friday: 8:30am - 5:00pm
Saturday and Sunday: Closed

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**Additional equipment can be added after the agreement is in place with an analysis and new agreement



PREVENTATIVE MAINTENANCE AGREEMENT

4424 N. Lois Avenue, Tampa, FL 33614

P. 813.870.2966 F. 813.870.2896

service@fitrev.com

Prepared For: Carlton Lakes CDD Clubhouse

Purpose of Agreement:

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Preventative Maintenance Services:

FITREV will provide 2 PM services PER YEAR. The full range of PM service includes: mechanical inspections, lubrication, adjustments and repair recommendations to reduce unexpected breakdowns. An internal cleaning of the mechanical compartment is included in this service along with an exterior wipe down. Carlton Lakes CDD Clubhouse will receive 2 PM services from 9/21/2022 and continue for a term of one (1) year; expiring on the anniversary date of the initial purchase of the PM Agreement. Agreement may be canceled with a 30-day written notice at any time**.

Preventative Maintenance Charge:

The services fee is \$270 per service plus the fuel surcharge. The PM services fee shall cover all services described previously but shall not cover costs of any parts, materials or supplies as may be necessary or requested by the customer. These will be billed separately as such costs occur. All PM invoices will be submitted to customer upon receipt of the service order provided by the service tech who performed the service call. Service will be suspended if an invoice is unpaid for more than 45 days.

Payments:

Invoices are due upon receipt and payments must be received within fifteen (15) days of receipt in order to avoid service interruptions. FitRev will waive the fuel surcharge on invoices paid on the *day of service*. If any PM/Service invoice goes unpaid for more than ninety (90) days, the PM agreement will be terminated, and no further service will be provided until account is brought to current. If non-payment exceeds the ninety (90) day period and account is paid in full, preventative maintenance and service will be reinstated upon signing a new preventative maintenance agreement.

Repair Fees:

FITREV will provide full repair services based upon scope of work agreed to by the customer. All repairs will be quoted in advance including all parts and labor costs. Labor rate is \$88/hour (our regular rate is \$88/hour) plus any parts and shipping. The customary service charge of \$88.00 is reduced to \$65 when a preventative maintenance agreement is in place.

Signature and Title of authorized personnel

Date

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PREVENTATIVE MAINTENANCE AGREEMENT

Treadmills	Cross-Trainers	Stairclimbers	Bikes	Strength	Spin Bikes
✓Inspect drive belt	✓Check tracks	✓Clean friction belt	✓Check Kevlar belt	✓Lubricate rods	✓Clean flywheel
✓Inspect belts	✓Lubricate lift	✓Grease pivots	✓Check seat	✓Grease fittings	✓Adjust flywheel
✓Inspect flip deck	✓Inspect wheels	✓Check springs	✓Lubricate chains	✓Tighten nuts	✓Clean chains
✓Inspect rollers	✓Inspect rollers	✓Check cables	✓Check cranks	✓Check upholstery	✓Clean frames
✓Lubricate lift	✓Inspect pad	✓Lubricate chains	✓Check alternator	✓Adjust plates	✓Adjust tension
✓Inspect wheels	✓Check flywheels	✓Check shocks	✓Check electronics	✓Check cables for proper tension and damage	✓Lubricate tension
✓Inspect pads	✓Diagnose errors	✓Check handrails	✓Check Kevlar belt		✓Lubricate pedals
✓Inspect feet	✓Check stride	✓Clean friction belt	✓Check seat		✓Lubricate bearing
✓Diagnose errors	✓Check tracks	✓Grease pivots	✓Lubricate chains		✓Lubricate chains
✓Check mileage	✓Lubricate lift	✓Clean interior mechanical compartment	✓Check cranks		✓Lubricate seat
✓Check amp draw	✓Clean interior mechanical compartment		✓Check alternator		✓Lubricate knobs
✓Clean interior mechanical compartment			✓Clean interior mechanical compartment		

PREVENTATIVE MAINTENANCE AGREEMENT

Current Carlton Lakes CDD Clubhouse equipment list:

[illegible]



PREVENTATIVE MAINTENANCE AGREEMENT

Best practices between PM services

- Your equipment, especially your cardio equipment, attracts dust. To prolong the life and health of your fitness equipment, it is important to vacuum your fitness room making sure to get under and around all fitness equipment as well as the corners of the room at least once a week. The more often this is done, the better it is for your equipment - dust build up impacts the wear and mechanics of your equipment.
- Your equipment needs to be wiped down with an approved cleaner such as Simple Green (30pp water to 1pp solution) from top to bottom - focusing on areas where sweat drips to prevent corrosion and rust, not to mention the spread of illnesses.

We are here to help you provide your members/customers/residents and patients with the best possible fitness experience. Please feel free to reach out with any questions, concerns or if your equipment needs repair in between PM calls.

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Saturday and Sunday: Closed

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**Additional equipment can be added after the agreement is in place with an analysis and new agreement



ADVANCED ENERGY SOLUTIONS OF AMERICA, LLC

PHONE: 813.969.1576 • FAX: 813.962.7309

LICENSE # EC13003760

Don Leggett
Chief Executive Officer

Brad Pendergrass
President

PROPOSAL

DATE: October 20, 2022
SUBMITTED TO: Carlton Lakes CDD
ADDRESS: ATT: Rick

JOB NAME: Pergola Lights
PHONE:

FAX:

SCOPE OF WORK:

Install 6 led lights along pergola off existing circuits on photocell. One will light gate.

PLANS & SPECIFICATIONS:

AESOA, LLC proposes to furnish the material and/or labor in accordance with the above condition for the sum of: \$ 3,050.00

This proposal may be withdrawn if not accepted within thirty (30) days or unexpected material increases.

PAYMENT SCHEDULE:

Payment due Upon completion

Payments are to be made as listed above. Payments not received by the invoice due date are considered past due. Past due accounts will be charged interest at the rate of 1.5% per month until the balance is paid in full. No release of lien shall be signed unless all payments are made and the balance is paid in full.

ADVANCED ENERGY SOLUTIONS:

AUTHORIZED SIGNATURE:

Brad Pendergrass, President

This is your authorization to complete the work as outlined above and in accordance with the terms and conditions as set forth.

PROPOSAL ACCEPTED BY:

Authorized Signature

DATE: _____

INSURANCE:

Licensed, bonded and insured. Insurance limits of \$3,000,000 liability, umbrella And automobile. Workers' Compensation \$500,000/\$500,000/\$500,000

COMMERCIAL / INDUSTRIAL ELECTRICAL • GENERATORS • ACCESS • CCTV
STRUCTURED SYSTEMS • SECURITY / FIRE ALARMS

PO BOX 82973 • TAMPA FLORIDA • 33682
16512N. FLORIDA AVE LUTZ FL. 33549

Description	Cost Track	Warranty
Central Florida Trimlighting - Candice Culimore		
Track Lighting Amenities Center and 6 Monuments	\$ 18,700.00	5 year Warranty on Service with Lifetime Warranty No diagrams provided of placement and no description of operation or placement. Wants personal onsite to detail out system.
Track Total	\$18,700	
Seasonal Proposal	\$0.00	Not Received.
Illuminations - Tim Gay		
Track Lighting Clubhouse	\$ 14,500.00	1 Year Service 5 Years Material
Track Lighting 6 Monuments	\$ 4,150.00	1 Year Service 5 Years Material
Track Total	\$ 18,650.00	
Seasonal Amenity Center	\$ 2,625.00	C9 Warm LED on Bldg.
Seasonal Amenity Center	\$ 875.00	2 - 60 Inch Wreaths one on each gable
Seasonal 6 Monuments	\$11,000.00	2 - 48" Wreaths each sign with lights and bows. With C9s on Planter Walls and top of sign. LED Lights Left on 3 crepe myrtles one each side of the 6 signs.
Seasonal Total	\$ 14,500.00	
Light My Christmas - Angle		
No Track Lighting Proposal		
Seasonal Amenity Center	No Break Out	C9's around building but not at top center front. No mention of wreaths on clubhouse.
Seasonal 6 Monuments	No Break Out	Top and planter C9s with 336" Wreaths. No Crepe Myrtles.
Seasonal Total	\$12,887.10	
The Christmas Girl - Melissa Christensen		
No Track Lighting Proposal		
Seasonal Amenity Center	No Break out	C9 Led on Clubhouse front side only. No wreaths.
Seasonal 6 Monuments	No Break out	C9 LED top and bottom of Monuments with 2- 36" Wreaths. No crepe myrtle decorations.
Seasonal Total	\$9,000.00	

ILLUMINATIONS HOLIDAY LIGHTING

Proposal

8606 Herons Cove Pl
Tampa, FL 33647
Tim Gay

(813) 334-4827

TO:
Carlton Lakes CDD
2005 Pan Am Cir, Suite 120
Tampa, FL 33607
attn: Rick Reidt

(813) 955-0050

JOB DESCRIPTION
Holiday Lighting Proposal Scope: Three Entrance monuments and Amenity Center

ITEMIZED ESTIMATE: TIME AND MATERIALS			AMOUNT
Monuments	Community Entrance Signs - 3 Total (2 per Entrance)		
	Install 2 x 36" wreaths with lights and bows on entry monument columns to the left and right of center sign	12 Total	\$1,150.00
	Install clear C9s across the top of brick wall and sign		
	Install clear C9s across lower planter walls of entrance sign		
	Install warm white, LED mini lights in 3 crape myrtles both left and right of entrance sign (Total of 6 crape myrtles)	36 Total	4,250.00
Amenity Center			
	Install warm white, LED C9s outlining roof edge of Amenity Center		
	Install 2 x 60" wreaths with lights and bows front center gable of both entrance peaks		\$750.00
Option	Install permanent track lighting on Amenity Center		\$14,500.00
Option	Install permanent track lighting on 6 entry signs and column caps Note: Track would outline the "signage" area and the column caps (4 on each of signs)		\$4,150.00
	Maintenance throughout holiday season		
	Requires 50% Deposit		
TOTAL ESTIMATED JOB COST			\$6,150.00

- * Price includes rental of materials, lift, labor, installation, service and removal.
- * Illuminations Holiday Lighting takes the utmost care and precaution to protect your premises and property.
- * Customer hereby authorizes Illuminations Holiday Lighting, to install and / or remove all materials on said property as provided herein.
- * Assumes adequate power available. If additional power needed Carlton Lakes CDD community responsible for providing.
- * Please note: Loss of material due to theft or vandalism is reimbursable at cost
- * Remaining balance of project due upon receipt of invoice after installation.
- * Removal process begins after New Years Day. It can take up to a week or more for completion. Power can be turned off in the interim.
- * Note: OPTIONS LISTED ABOVE NOT INCLUDED IN TOTAL ESTIMATED JOB COST

New

Tim Gay
PREPARED BY

10/19/2022
DATE

AUTHORIZED SIGNATURE FOR CARLTON LAKES CDD

DATE

CONFIDENTIAL - This message is sent on behalf of Illuminations Holiday Lighting and is intended for authorized personnel and Board Members of Carlton Lakes CDD only. As the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

ILLUMINATIONS HOLIDAY LIGHTING

Proposal

8606 Herons Cove Pl
Tampa, FL 33647
Tim Gay

(813) 334-4827

TO:
Carlton Lakes CDD
2005 Pan Am Cir, Suite 120
Tampa, FL 33607
attn: Rick Reidt

(813) 955-0050

JOB DESCRIPTION
Holiday Lighting Proposal Scope: Three Entrance monuments and Amenity Center

ITEMIZED ESTIMATE: TIME AND MATERIALS		AMOUNT
Monuments	Community Entrance Signs - 3 Total (2 per Entrance)	\$11,000.00
	Install 2 x 48" wreaths with lights and bows on entry monument columns to the left and right of center sign	
	Install clear C9s across the top of brick wall and sign	
	Install clear C9s across lower planter walls of entrance sign	
	Install warm white, LED mini lights in 3 crape myrtles both left and right of entrance sign (Total of 6 crape myrtles)	
Amenity Center		
	Install warm white, LED C9s outlining roof edge of Amenity Center	\$2,625.00
	Install 2 x 60" wreaths with lights and bows front center gable of both entrance peaks	\$875.00
Option	Install permanent track lighting on Amenity Center	\$14,500.00
Option	Install permanent track lighting on 6 entry signs and column caps Note: Track would outline the "signage" area and the column caps (4 on each of signs)	\$4,150.00
	Maintenance throughout holiday season	
	Requires 50% Deposit	
TOTAL ESTIMATED JOB COST		\$14,500.00

- * Price includes rental of materials, lift, labor, installation, service and removal.
- * Illuminations Holiday Lighting takes the utmost care and precaution to protect your premises and property.
- * Customer hereby authorizes Illuminations Holiday Lighting, to install and / or remove all materials on said property as provided herein.
- * Assumes adequate power available. If additional power needed Carlton Lakes CDD community responsible for providing.
- * Please note: Loss of material due to theft or vandalism is reimbursable at cost
- * Remaining balance of project due upon receipt of invoice after installation.
- * Removal process begins after New Years Day. It can take up to a week or more for completion. Power can be turned off in the interim.
- * Note: OPTIONS LISTED ABOVE NOT INCLUDED IN TOTAL ESTIMATED JOB COST

Tim Gay
PREPARED BY

9/9/2022
DATE

AUTHORIZED SIGNATURE FOR CARLTON LAKES CDD

DATE

CONFIDENTIAL - This message is sent on behalf of Illuminations Holiday Lighting and is intended for authorized personnel and Board Members of Carlton Lakes CDD only. As the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Rick Reidt

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>
Sent: Monday, October 10, 2022 8:54 AM
To: Rick Reidt; Freddy Barton (Carltonlakesseat1@gmail.com); Freddy Barton
Subject: Fwd: 2021 Holiday Lighting Southfork Lakes

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Morning,

Below is a \$9k quote to put standard c9 christmas lights at the clubhouse and all 6 pillars at our entrances, in lieu of permanent lights.

Thanks,
Elizabeth

----- Forwarded message -----

From: melissa Christensen <lyssamae76@live.com>
Date: Fri, Oct 7, 2022 at 9:48 AM
Subject: Re: 2021 Holiday Lighting Southfork Lakes
To: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>

Morning Elizabeth,
yes absolutely. The bid I provided last year still stands.
Scope of work as follows:

3 entrance monuments

Monuments outlined in c9 LED bulbs top and bottom levels on either side of street
2 36in Sequoia fir LED wreaths on each monument with red structural 15in bows

1 clubhouse

Front facing roofline only in warm white c9 LED bulbs to include raised entryway

Total install cost 6500.00

Total takedown cost 2500.00

All material is commercial grade and leased to you through our company. Guys carry general liability insurance. References available upon request. Upon acceptance of this bid a deposit of \$3250.00 will be due. At completion of install \$3250 will be due. At completion of takedown \$2500 will be due. Acceptance of this bid locks in your pricing for 3 holiday seasons. It is the community's responsibility to ensure all electrical outlets are installed and in working order prior to the installers showing up. I have attached pictures of the wreaths and bows we use on entryways we decorate. Let me know if you would like to move forward or if you have any questions.

Thank you for considering us.

Melissa Christensen

813-345-1129

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>

Sent: Friday, October 7, 2022 9:17 AM

To: melissa Christensen <lyssamae76@live.com>

Subject: Re: 2021 Holiday Lighting Southfork Lakes

Hi Melissa,

I want to present your company to the Board of Directors again this year, I have been given approval to review quotes until Tuesday. Are you able to re-quote me on the same job you quoted for last year. If you can match last year's pricing, there is a strong chance we can work with you this year.

Call me with any questions

954-292-0080

Elizabeth Diaz

Vice-Chair

Carlton Lakes CDD

On Fri, Sep 10, 2021 at 2:59 PM melissa Christensen <lyssamae76@live.com> wrote:

Below is your proposal for the 2021 Holiday lighting season at Southfork Lakes community:

3 entrance monuments

Monuments outlined in c9 LED bulbs top and bottom levels on either side of street

2 36in Sequoia fir LED wreaths on each monument with red structural 15in bows

1 clubhouse

Front facing roofline only in warm white c9 LED bulbs to include raised entryway

Total install cost 6500.00

Total takedown cost 2500.00

All material is commercial grade and leased to you through our company. Guys carry general liability insurance. References available upon request. Upon acceptance of this bid a deposit of \$3250.00 will be due. At completion of install \$3250 will be due. At completion of takedown \$2500 will be due. Acceptance of this bid locks in your pricing for 3 holiday seasons. It is the community's responsibility to ensure all electrical outlets are installed and in working order prior to the installers showing up. I have attached pictures of the wreaths and bows we use on entryways we decorate. Let me know if you would like to move forward or if you have any questions.

Thank you,

Melissa Christensen

The Christmas Light Girl

813-345-1129

Rick Reidt

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>
Sent: Monday, October 10, 2022 8:52 AM
To: Rick Reidt; Freddy Barton (Carltonlakesseat1@gmail.com); Freddy Barton
Subject: Fwd: Central Florida Trimlight - Call Follow Up

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Morning,

Per our conversation, below is a quick from Trim Lights, permanent track lighting.
They came in \$ 18,700 after some negotiations - with lifetime warranty on the product and 5 year warranty on labor.
Will forward two other quotes I received on standard light install, in case we choose to go in another direction.

Thank you,
Elizabeth

----- Forwarded message -----

From: Candice Cullimore <candice@centralfloridatrimlight.com>
Date: Fri, Oct 7, 2022 at 1:14 PM
Subject: Re: Central Florida Trimlight - Call Follow Up
To: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>

Hi Elizabeth,

I ran over the numbers with my sales manager and we can make \$18,700 work for the 6 marquees and the clubhouse.

When can we set up an in personal meeting to make sure we have all the details together?

Thanks!

Candice Cullimore

Central Florida Trimlight | Operations Manager

Phone: 863.225.4376

Email: candice@centralfloridatrimlight.com

Learn more at: <https://www.centralfloridatrimlight.com/>



On Fri, Oct 7, 2022 at 11:30 AM Candice Cullimore <candice@centralfloridatrimlight.com> wrote:

OK, I couldn't do \$16k with the marquees because each marquee would be their own system. We could do the clubhouse and all 6 Marquees for \$20k though.

Everything included, LIFETIME warranty

Let me know what you think.
Thanks!

Candice Cullimore

Central Florida Trimlight | Operations Manager

Phone: 863.225.4376

Email: candice@centralfloridatrimlight.com

Learn more at: <https://www.centralfloridatrimlight.com/>



On Fri, Oct 7, 2022 at 11:15 AM Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com> wrote:

Hi,
Yes, the marquees need to be included- let me know what you can do.
Thank you!
Elizabeth

On Fri, Oct 7, 2022 at 10:43 AM Candice Cullimore <candice@centralfloridatrimlight.com> wrote:

I'm meeting with my sales manager now and I'll get back with you. I know we can do the clubhouse for sure within the \$16k. With the marquees I'm not sure though. Do the marquees need to be included?

Candice Cullimore

Central Florida Trimlight | Operations Manager

Phone: 863.225.4376

Email: candice@centralfloridatrimlight.com

Learn more at: <https://www.centralfloridatrimlight.com/>



On Fri, Oct 7, 2022 at 10:09 AM Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com> wrote:

Hi,
Thank you
I was given a to not exceed \$16k, can you come in that ballpark?

Thank you,
Elizabeth

On Fri, Oct 7, 2022 at 9:48 AM Candice Cullimore <candice@centralfloridatrimlight.com> wrote:

Hi Elizabeth,

Attached is the pricing for the Clubhouse and the Marquees. Please let me know if you have any questions.

Thanks!

Candice Cullimore

Central Florida Trimlight | Operations Manager

Phone: 863.225.4376

Email: candice@centralfloridatrimlight.com

Learn more at: <https://www.centralfloridatrimlight.com/>



BBB Rating: A+

As of 10/17/22

[Click for Profile](#)

Rick Reidt

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>
Sent: Monday, October 10, 2022 8:55 AM
To: Rick Reidt; Freddy Barton (Carltonlakesseat1@gmail.com); Freddy Barton
Subject: Fwd: Christmas Light installation Estimate - Southfork Lakes
Attachments: Community Center Outline.jpg; Entry Signs.jpg; Southfork Entry Sign Outline.JPG; HOA Warm White.jpg

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Morning,

Below is another quote to put and remove standard C9 christmas lights, this quote included pictures as reference, and came in at \$ 12,887.

So far all three quotes are lower than the company we had last year, we need to move forward with new options as discussed at our meeting.

Thank you,
Elizabeth

----- Forwarded message -----

From: Light my Christmas <angel@lightmychristmas.com>
Date: Fri, Oct 7, 2022 at 11:53 AM
Subject: Re: Christmas Light installation Estimate - Southfork Lakes
To: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>

Hello Ms. Diaz,

Thank you for reaching out to us again for possible holiday light installation for Southfork Lakes.

I will be more than happy to provide you with a new quote for Southfork Lakes community. Unfortunately, we cannot offer the same design at the previously quoted 2021 price. For the same design as quoted in 2021, the total installation cost would be **\$12,887.10(tax included)**. This price would be locked in for the next year as well if you decided to use our service this year in 2022.

As a reminder of what our quote covers, please refer to this information:

If you review the attached photos, you can see where the lights would be installed. Our quote covers all of the areas marked with the lights or yellow lines and wreaths(36" with bows). The light color in the photos is just an example, the actual color that would be installed would be warm white LED C9 lights. We only use commercial grade LED lights for our installations. All of the lights would be plugged into digital timers that can be set to automatically come on at any desired time and automatically turn off when you would like them to turn off. If an issue ever arises with the lights, all you would need to do is email, call, or text us and we will be out within 24-48hrs to correct the issue. **One important note, the estimate assumes all six of the entryway signs are the same size and dimensions. The estimate also assumes there are properly working power outlets in the required areas.**

The installation cost would be **\$12,877.10**(tax included) for all of the areas we marked in the photos. If there are some areas that are marked with lights but should not have lights, let me know and we can adjust the cost accordingly. Also, if there are areas missing, let me know in that case as well so we can adjust the cost. We do require a 50% deposit to put this installation on our schedule and then require the remaining balance due on or before the day of installation.

I have attached a photo example of a past installation to show the light color for your reference. If you have any questions, comments, or concerns, just let me know. We appreciate this opportunity and look forward to your response.

Have a great weekend,
Angel



FAQ:

1. **Does the price include takedown and storage?**
 - Yes, we do remove the lights and store them for subsequent years if you decide to use our service again.
2. **Do you lease the lights?**
 - Yes, we lease our lights to our clients. Our service is to make things as easy as possible for our clients. We take care of all of the storage and maintenance of the lights so you never have to worry about anything.
3. **How many years do I have to use your service?**
 - You can opt to use our service for one year if you would like. However, we strive to earn your business year after year.
4. **If next year one of the lights is damaged, do you replace them?**
 - Of course! Since you would be leasing our lights, we make sure everything is working properly. With our service you never have to worry. If something is not working properly, just let us know and we will fix the issue within 24-48 hours. As a bonus, you have the option to completely change the color(s) that you use in future years. For example, perhaps this year you want to go with something classic like warm white lights, but next year you want to throw in some fun colors to change up the look. That is perfectly fine with our service.

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>
Sent: Friday, October 7, 2022 9:16 AM
To: Light my Christmas <angel@lightmychristmas.com>
Subject: Re: Christmas Light installation Estimate - Southfork Lakes

Hi Angel,

I want to present your company to the Board of Directors again this year, I have been given approval to review quotes until Tuesday. Are you able to re-quote me on the same job you quoted for last year. If you can match last year's pricing, there is a strong chance we can work with you this year.

Call me with any questions
954-292-0080

Elizabeth Diaz
Vice-Chair
Carlton Lakes CDD

On Wed, Sep 8, 2021 at 3:12 PM Light my Christmas <angel@lightmychristmas.com> wrote:
Hello,

I have put together a general estimate. If you review the attached photos, you can see where the lights would be installed. Our quote covers all of the areas marked with the lights or yellow lines and wreaths(36" with bows). The light color in the photos is just an example, the actual color that would be installed would be warm white LED C9 lights. We only use commercial grade LED lights for our installations. All of the lights would be plugged into digital timers that can be set to automatically come on at any desired time and automatically turn off when you would like them to turn off. If an issue ever arises with the lights, all you would need to do is email, call, or text us and we will be out within 24-48hrs to correct the issue. **One important note, the estimate assumes all of the entryway signs are the same size and dimensions. The estimate also assumes there are properly working power outlets in the required areas.**

The installation cost would be **\$10,578**(includes taxes) for all of the areas we marked in the photos. If there are some areas that are marked with lights but should not have lights, let me know and we can adjust the cost accordingly. Also, if there are areas missing, let me know in that case as well so we can adjust the cost. Keep in mind, these are rough estimates since we do not have exact measurements. We do require a 25% deposit to put this installation on our schedule and then require the remaining balance due on the day of installation.

If you have any questions, comments, or concerns, just let me know. We appreciate this opportunity and look forward to your response.

Have a great day!

Angel



FAQ:

1. Does the price include takedown and storage?

- o Yes, we do remove the lights and store them for subsequent years if you decide to use our service again.

2. Do you lease the lights?

- o Yes, we lease our lights to our clients. Our service is to make things as easy as possible for our clients. We take care of all of the storage and maintenance of the lights so you never have to worry about anything.

3. How many years do I have to use your service?

- o You can opt to use our service for one year if you would like. However, we strive to earn your business year after year.

4. If next year one of the lights is damaged, do you replace them?

- Of course! Since you would be leasing our lights, we make sure everything is working properly. With our service you never have to worry. If something is not working properly, just let us know and we will fix the issue within 24-48 hours. As a bonus, you have the option to completely change the color(s) that you use in future years. For example, perhaps this year you want to go with something classy like warm white lights, but next year you want to throw in some fun colors to change up the look. That is perfectly fine with our service.









ST LAKE
RESERVE

Rick Reidt

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>
Sent: Monday, October 10, 2022 8:54 AM
To: Rick Reidt; Freddy Barton (Carltonlakesseat1@gmail.com); Freddy Barton
Subject: Fwd: 2021 Holiday Lighting Southfork Lakes

WARNING: This email originated outside of Inframark. Take caution when clicking on links and opening attachments.

Morning,

Below is a \$9k quote to put standard c9 christmas lights at the clubhouse and all 6 pillars at our entrances, in lieu of permanent lights.

Thanks,
Elizabeth

----- Forwarded message -----

From: **melissa Christensen** <lyssamae76@live.com>
Date: Fri, Oct 7, 2022 at 9:48 AM
Subject: Re: 2021 Holiday Lighting Southfork Lakes
To: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>

Morning Elizabeth,
yes absolutely. The bid I provided last year still stands.
Scope of work as follows:

3 entrance monuments

Monuments outlined in c9 LED bulbs top and bottom levels on either side of street
2 36in Sequoia fir LED wreaths on each monument with red structural 15in bows

1 clubhouse

Front facing roofline only in warm white c9 LED bulbs to include raised entryway

Total install cost 6500.00

Total takedown cost 2500.00

All material is commercial grade and leased to you through our company. Guys carry general liability insurance. References available upon request. Upon acceptance of this bid a deposit of \$3250.00 will be due. At completion of install \$3250 will be due. At completion of takedown \$2500 will be due. Acceptance of this bid locks in your pricing for 3 holiday seasons. It is the community's responsibility to ensure all electrical outlets are installed and in working order prior to the installers showing up. I have attached pictures of the wreaths and bows we use on entryways we decorate. Let me know if you would like to move forward or if you have any questions.

Thank you for considering us.

Melissa Christensen

813-345-1129

From: Carlton Lakes CDD Seat 5 <carltonlakesseat5@gmail.com>

Sent: Friday, October 7, 2022 9:17 AM

To: melissa Christensen <lyssamae76@live.com>

Subject: Re: 2021 Holiday Lighting Southfork Lakes

Hi Melissa,

I want to present your company to the Board of Directors again this year, I have been given approval to review quotes until Tuesday. Are you able to re-quote me on the same job you quoted for last year. If you can match last year's pricing, there is a strong chance we can work with you this year.

Call me with any questions

954-292-0080

Elizabeth Diaz

Vice-Chair

Carlton Lakes CDD

On Fri, Sep 10, 2021 at 2:59 PM melissa Christensen <lyssamae76@live.com> wrote:

Below is your proposal for the 2021 Holiday lighting season at Southfork Lakes community:

3 entrance monuments

Monuments outlined in c9 LED bulbs top and bottom levels on either side of street

2 36in Sequoia fir LED wreaths on each monument with red structural 15in bows

1 clubhouse

Front facing roofline only in warm white c9 LED bulbs to include raised entryway

Total install cost 6500.00

Total takedown cost 2500.00

All material is commercial grade and leased to you through our company. Guys carry general liability insurance. References available upon request. Upon acceptance of this bid a deposit of \$3250.00 will be due. At completion of install \$3250 will be due. At completion of takedown \$2500 will be due. Acceptance of this bid locks in your pricing for 3 holiday seasons. It is the community's responsibility to ensure all electrical outlets are installed and in working order prior to the installers showing up. I have attached pictures of the wreaths and bows we use on entryways we decorate. Let me know if you would like to move forward or if you have any questions.

Thank you,

Melissa Christensen

The Christmas Light Girl

813-345-1129

Rick Reidt

From: Stewart, Tonja <Tonja.Stewart@stantec.com>
Sent: Tuesday, October 11, 2022 9:00 AM
To: Rick Reidt
Cc: carltonlkclubhouse@gmail.com
Subject: Carlton Lakes Weir - Pictures after Hurricane Ian
Attachments: CarltonLakesweirafterlan.jpg; CarltonLakesweirafterlan2.jpg;
CarltonLakesweirafterlan3.jpg; CarltonLakesweirafterlan4.jpg

Rick, see some of the pictures that Fredrick sent me. Tim Cooney also visited the site and confirmed that the pond water level remains at its design level, which is great. There is good vegetation coverage for soil stabilization, which is what we were trying to achieve. When things settle down more, I'd like to have the area either cut back for an additional review. We would suggest an annual cutback of this area too. I recall that this area was previously maintained on a regular basis, which we don't need in order to achieve a natural vegetation stabilization and coverage to dissipate some of the flow going into the creek.

Thanks.

Tonja Stewart PE
Senior Project Manager, Civil Engineering

Direct: 813 223-9500
Mobile: 813 426-4916
Fax: 813 223-0009
Tonja.Stewart@stantec.com

Stantec
777 S Harbour Island Boulevard Suite 600
Tampa FL 33602-5729



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MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Carlton Lakes

Date: 10/21/22

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	COMMENTS
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LANDSCAPE MAINTENANCE

TURF	5	4	-1	
TURF FERTILITY	10	7	-3	
TURF EDGING	5	4	-1	
WEED CONTROL - TURF AREAS	5	4	-1	
TURF INSECT/DISEASE CONTROL	10	10		
PLANT FERTILITY	5	4	-1	monuments/flow
WEED CONTROL - BED AREAS	5	3	-2	
PLANT INSECT/DISEASE CONTROL	5	5		
PRUNING	10	10		
CLEANLINESS	5	4	-1	
MULCHING	5	5		
WATER/IRRIGATION MGMT	8	6	-2	around amenity center
CARRYOVERS	5	4	-1	detailing

SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	6	-1	canarys coming back
INSECT/DISEASE CONTROL	7	7		
DEADHEADING/PRUNING	3	3		

SCORE

100		-14	86.0%
-----	--	-----	-------

Contractor Signature:

Manager's Signature:


Clay Wright


Carlton Lakes 10/21/2022

Pictures within the amenity center were somehow deleted. The newly planted Crotons appeared under watered and the drip lines are to be inspected by the irrigation technician Tuesday 10/25. Fredrick mentioned he will be applying miracle grow to them. There were a few dead Jasmine that needed to be pulled and the fertilization of the Hibiscus is to be assessed. Flax lilies were healthy but too spread out in some areas and it is recommended we plant more. Sinkhole outside of amenity center has been repaired and filled in.



Turf weed control is improving outside amenity center.



Detail work needed in plant beds around the amenity center. Multiple weeds spotted.



Some of the tree rings need edging and weed detailing.



Area between retaining wall and pond is being properly mowed. Retaining wall is being sprayed for weed control. There was a section further down that was missed and will be sprayed at next visit.



All Viburnum along the black fence needs to be trimmed just below the fence line. Will be done by next walk through.



Weed detailing and edging needed around Gold Mound and Ilex.



Some of the annuals are dying off, dead ones have been pulled. Irrigation tech will make sure they are all getting enough water. New rotation going in November.





Weed detailing needed.



Crotons, Ti Plants, and jasmine all looking healthy at front of Amenity Center.



Northern entryways need continual weed detailing. Most plant material is healthy. Firecracker plant is encroaching onto the other plants and will be trimmed.



Turf areas along Leland Groves Dr look healthy, weed detailing needed in the landscaping beds.



Conservation area to be cut back to proper boundary line.



Turf weeds and mower strikes discussed around field on Arbor Pines Dr.



Weed detailing needed and dead Juniper to be removed from landscaping beds.



Edging and weed detailing needed at entryway.



Conservation area is encroaching over the landscaping beds near the entryway and will be cut back.



Foreign growth at the base of the River Birch is to be removed.



Clippings from trimming the Japanese Blueberries need to be cleaned up and removed from landscaping beds.



Viburnum and grasses are trimmed and edged all along Balm Road.





Marked all mower strikes on fence around pond 1.

MINUTES OF THE REGULAR MEETING

The Regular Meetings of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, October 06, 2022, at 6:00 p.m.** at the Carlton Lakes Clubhouse located at 11410 Carlton Fields Dr., Riverview, FL 33579.

1. PLEDGE OF ALLEGIANCE

Rick Reidt 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, October 06, 2022, at 6:04 p.m.**

Supervisors Present of the meeting:

Freddy Barton	Chair
Rena Vance	Supervisor
Nicholle Palmer	Supervisor
Elizabeth Morales Diaz	Supervisor

Staff Members Present:

Rick Reidt	District Manager, Inframark
Vanessa Steinerts	District Counsel, Straley & Robin, P.A.

There were three resident audience members present and Mr. Amarosa with Pine Lake.

AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or concerns

3. VENDOR/STAFF REPORTS

A. Pine Lake Nursery

i. Community Inspection Report

Mr. Amarosa reported on landscape review that the fertilization and weed control will be applied. Also discussed the Ian cleanup of grounds and project cost of \$28,000. The Board was pleased with the quick response to the property. Multiple discussions ensued between the Board and Mr. Amarosa.

Mr. Amarosa dismiss himself from the meeting.

48 **B. District Counsel**

49
50 District Counsel Steinerts had no official report to discuss and informed the Board she had meeting
51 conflicts with the workshop dates. She did a brief comment on the rules and rates for the public hearing
52 at the next regular meeting in November.

53
54 *Mr. Steinerts dismiss herself from the meeting.*
55

56 **C. District Engineer**

57
58 The District Engineer was not present.

59
60 Mr. Reidt reported Ms. Stewart inspected the weir and expected future downstream maintenance will
61 be needed. Also had the cave in around the drain to north of clubhouse inspected and quote for repair
62 has been made and repair authorized.
63

64 **D. District Manager**

65 *i. Community Inspection Report*

66 *ii. Community Site Visit*

67 *iii. Community Action Item List*
68

69 Mr. Reidt reviewed his report with the Board discussing the fencing and working on an insurance
70 claim for damages when quotes are received. Mr. Barton concerned about poor construction and
71 options to go back with Eisenhower for any damages. Mr. Reidt will investigate but that is not worth
72 the cost with insurance claim.
73

74 Mr. Levatte gave his report to the Board. Mr. Reidt working on credit card and will bring back at the
75 next meeting.
76

77 Mr. Levatte discussed heating and air and will have maintenance quotes at the next meeting.
78

79 **4. BUSINESS ITEMS**

80
81 **A. Discussion on Amending Recreational Center Policies and Clubhouse Usage for**
82 **Non-Residents Agreement**
83

84 There were no discussions on Amending Recreational Center Policies and Clubhouse Usage for
85 Non-Residents Agreement.
86

87 **B. Discussion on Fitness Center Maintenance Proposal**
88

89 The Board tabled the Fitness Center Maintenance proposal until further quotes from Mr. Levatte.
90

91 **C. Discussion on Holiday Decorations Proposals**
92

93 The Board reviewed the holiday decoration proposals and stated that track lighting would be the
94 best choice. Then look at temporary wreaths and tree lights.

95 MOTION TO: Approve the holiday decoration proposal by
96 Illuminations by October 11th or chair may approve
97 another vendor if less than \$13,000 if product is
98 comparable.
99 MADE BY: Supervisor Barton
100 SECONDED BY: Supervisor Vance
101 DISCUSSION: None further
102 RESULT: Called to a Vote: Motion PASSED
103 4/0 - Motion Passed Unanimously

104
105 *Mr. Barton left meeting at 7:39pm.*
106

107 **D. Discussion on Pool Furniture Repairs Proposals**
108

109 The Board reviewed and discussed the pool repair by getting a new motor ordered rebuild current
110 and replace rebuilt with new when it arrives. The pool to remain closed until black algae is under
111 control and certified to reopen by Jorge and Fredrick.
112

113 The Board reviewed the quote for Florida Patio Furniture and motioned to approve.
114

115 MOTION TO: Approve the proposal by Florida Patio Furniture.
116 MADE BY: Supervisor Diaz
117 SECONDED BY: Supervisor Vance
118 DISCUSSION: Staff to check into recycling furniture not repaired as
119 room is needed in the storage container for the new golf
120 cart. Mr. Barton and Mr. Levatte to investigate golf cart
121 purchase should be four seats with utility bed.
122 RESULT: Called to a Vote: Motion PASSED
123 3/0 - Motion Passed Unanimously

124
125 **E. Discussion on Gate Proposals**
126

127 The Board has tabled the Gate proposal until further quotes from Mr. Levatte.
128

129 **F. Discussion on Bench Slabs Proposals**
130

131 The Board reviewed and motioned to approve proposal. Mr. Reidt has not received or paid
132 completion invoice from Neptune.
133
134
135
136

MOTION TO: Approve the proposal Site Masters.
MADE BY: Supervisor Vance
SECONDED BY: Supervisor Diaz
DISCUSSION: None further.
RESULT: Called to a Vote: Motion PASSED
3/0 - Motion Passed Unanimously

G. General Matters of the District

Mr. Barton will coordinate and approve final quote for community room kitchenet and closets by workshop or will move forward with comparable quote no to exceed \$3,500.

MOTION TO: Approve the community room kitchenet and closets not to exceed \$3,500.
MADE BY: Supervisor Barton
SECONDED BY: Supervisor Diaz
DISCUSSION: None further
RESULT: Called to a Vote: Motion PASSED
3/1 - Motion Passed; Supervisor Palmer apposed.

5. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors September 01, 2022

B. Consideration of Operation and Maintenance Expenditures August 2022

The Board reviewed the Consent Agenda Items and motioned to approve without Meritus invoice which was in Boards agenda but Mr. Reidt agenda.

MOTION TO: Approve the Consent Agenda items.
MADE BY: Supervisor Diaz
SECONDED BY: Supervisor Vance
DISCUSSION: None further
RESULT: Called to a Vote: Motion PASSED
3/0 - Motion Passed Unanimously

C. Review of Financial Statements Month Ending August 31, 2022

Mr. Reidt reviewed the financial statements with the Board.

178 **7. SUPERVISOR REQUESTS**

179
180 Ms. Palmer questioned the HOA yard sale signs staying up during hurricanes and their current
181 condition.

182
183 Ms. Diaz asked about Semi's on Balm Road and Mr. Reidt is working with FHP to address the
184 issue. She also asked for Board signature on account.

185
186 Ms. Diaz would like the towing company at the next meeting.

187
188 Ms. Vance commented on making sure concrete install is good.

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

190
191
192 There were no audience questions or comments.

193 **9. ADJOURNMENT**

194
195
196 MOTION TO: Adjourn at 7:58 p.m.
197 MADE BY: Supervisor Barton
198 SECONDED BY: Supervisor Vance
199 DISCUSSION: None further
200 RESULT: Called to Vote: Motion PASSED
201 3/0 - Motion Passed Unanimously
202
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**Please note the entire meeting is available on disc.*

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

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

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

Signature

Printed Name

Title:

☐ **Chair**

☐ **Vice-Chair**

Signature

Printed Name

Title:

☐ **Secretary**

☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date

Official District Seal

Carlton Lakes Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
First Choice Aquatic Weed Management	75216	\$ 665.00		Water Services - Thru 08/31/22
Pine Lake	1227	16,583.33		Renewal - September 2022
Zebra Cleaning Team Inc.	4924 092222	1,000.00		Pool Service - August
Monthly Contract Sub-Total		\$ 18,248.33		

Variable Contract				
Supervisor: Freddy Barton	FB 090122	\$ 200.00		Supervisor Fee - 09/01/22
Supervisor: Nicholle Palmer	NP 090122	200.00		Supervisor Fee - 09/01/22
Variable Contract Sub-Total		\$ 400.00		

Utilities				
BOCC	9466499495 091422	\$ 3,264.36		Water Services - Thru 09/08/22
Utilities Sub-Total		\$ 3,264.36		

Regular Services				
Dog Waste Depot	507368	\$ 241.92		Bag Dispenser - 09/21/22
GoTo Communications, Inc.	IN7101407390	113.34		Monthly service - 09/01/22-09/30/22
Hunter Pynter	3	770.00		Off Duty - 08/13/22, 08/19/22, 08/27/22
Jeremy Fields	180	100.00		Administration Fee - 08/02/22
Jeremy Fields	181	100.00	\$ 200.00	Admin Fee - 09/06/22
JTA Advanced Painting LLC	2006	1,000.00		Deposit - 09/14/2022
Pine Lake	1294	250.00		Misc. Enhancements - 09/09/22
Pine Lake	1309	240.00	\$ 490.00	Irrigation Services - 09/15/22
Securiteam	12594090922	225.00		Emergency Service Labor - 09/12/22
Securiteam	12597091622	337.50	\$ 562.50	Service Labor - 09/20/22
Shawn Edge	2	280.00		Off Duty - 08/20/22

Carlton Lakes Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Skyline Printing Co.	22087	395.63		Logo Shirts - 09/08/22
Spectrum	078582401091022	364.39		Internet & Phone Service - Thru 10/08/22
Verizon	9915007430 090422	10.95		Phone Service - thru 09/04/22
Regular Services Sub-Total		\$ 4,428.73		
Additional Services				
Frederick levatte	FL 090722	\$ 292.26		Petty Cash - 09/07/2022
Supervisor: Rene Vance	RV 090122	200.00		Supervisor Fee - 09/01/22
Additional Services Sub-Total		\$ 492.26		
TOTAL:		\$ 26,833.68		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Invoice

First Choice Aquatic Weed Management, LLC

P.O. Box 593258
Orlando, FL 32859

Phone: 407-859-2020
Fax: 407-859-3275

Date	Invoice #
8/31/2022	75216

Bill To

Carlton Lakes CDD
c/o Meritus Corp.
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

Customer P.O. No.	Payment Terms	Due Date
	Net 30	9/30/2022

Description	Amount
Monthly waterway service for the month this invoice is dated - 7 waterways	665.00
<i>93900 4307 R2R</i>	

Thank you for your business.

Total	\$665.00
Payments/Credits	\$0.00
Balance Due	\$665.00



Job Name: _____
Customer Number: 408 Customer: FCA - CARLTON LAKES CDD
Technician: Aleksey Solano
Date: 08/12/2022 Time: 02:19 PM
Customer Signature: _____

[illegible]

<u>CLARITY</u>	<u>FLOW</u>	<u>METHOD</u>	<u>CARP PROGRAM</u>	<u>WATER LEVEL</u>	<u>WEATHER</u>
<input checked="" type="checkbox"/> < 1'	<input type="checkbox"/> None	<input checked="" type="checkbox"/> ATV	<input type="checkbox"/> Carp observed	<input type="checkbox"/> High	<input type="checkbox"/> Clear
<input type="checkbox"/> 1-2'	<input checked="" type="checkbox"/> Slight	<input type="checkbox"/> Airboat	<input type="checkbox"/> Barrier Inspected	<input checked="" type="checkbox"/> Normal	<input checked="" type="checkbox"/> Cloudy
<input type="checkbox"/> 2-4'	<input type="checkbox"/> Visible	<input type="checkbox"/> Backpack		<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Windy
<input type="checkbox"/> > 4'					<input type="checkbox"/> Rainy

<input type="checkbox"/> Alligator	<input type="checkbox"/> Catfish	<input type="checkbox"/> Gallinules	<input type="checkbox"/> Osprey	<input type="checkbox"/> Woodstork
<input type="checkbox"/> Anhinga	<input checked="" type="checkbox"/> Coots	<input type="checkbox"/> Gambusia	<input type="checkbox"/> Otter	<input checked="" type="checkbox"/> Ducks
<input type="checkbox"/> Bass	<input type="checkbox"/> Cormorant	<input type="checkbox"/> Herons	<input type="checkbox"/> Snakes	<input type="checkbox"/> _____
<input type="checkbox"/> Bream	<input type="checkbox"/> Egrets	<input checked="" type="checkbox"/> Ibis	<input checked="" type="checkbox"/> Turtles	

☒ Arrowhead ☐ Bulrush ☐ Golden Canna
☐ Bacopa ☐ Chara ☐ Gulf Spikerush
☐ Blue Flag Iris ☐ Cordgrass ☐ Lily

☐ Naiad ☐ _____

☐ Pickerelweed ☐ _____

☐ Soft Rush ☐ _____



2122 Henley Road
Lutz, FL 33558
www.pinelakenurseryinc.com

INVOICE

Date	Invoice No.
09/01/22	1227
Terms	Due Date
Net 30	10/01/22

BILL TO

Teresa Farlow
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, FL 33579

PROPERTY

Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, FL 33579

Amount Due	Enclosed
\$16,583.33	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
	#1155 - Carlton Lakes CDD RENEWAL September 2022		\$16,583.33	\$0.00	\$16,583.33
	Total		\$16,583.33	\$0.00	\$16,583.33

53900
4604
ALQ

INVOICE

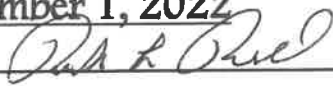
EXPIRATION DATE

[illegible]

129

Carlton Lakes CDD

MEETING DATE: September 1, 2022

DMS Staff Signature 

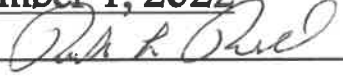
SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Freddy Barton	yes	Salary Accepted	\$200
Rena Vance	yes	Salary Accepted	\$200
Nicholle Palmer	yes	Salary Accepted	\$200
Vacant	—	Salary Accepted	\$200
Elizabeth Morales-Diaz	—	Salary Accepted	\$200

FB090122

Carlton Lakes CDD

MEETING DATE: September 1, 2022

DMS Staff Signature



SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Freddy Barton	<i>yes</i>	Salary Accepted	\$200
Rena Vance	<i>yes</i>	Salary Accepted	\$200
Nicholle Palmer	<i>yes</i>	Salary Accepted	\$200
Vacant	<u> </u>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<u> </u>	Salary Accepted	\$200

NP 090122



Hillsborough
County Florida

CUSTOMER NAME	ACCOUNT NUMBER	BILL DATE	DUE DATE
CARLTON LAKES CDD	9466499495	09/14/2022	10/05/2022

Service Address: 11404 CARLTON FIELDS DR

S-Page 1 of 1

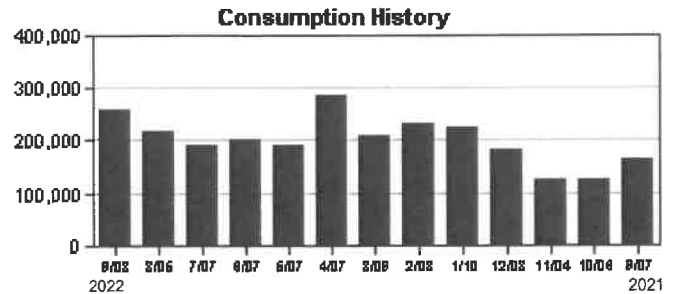
METER NUMBER	PREVIOUS DATE	PREVIOUS READ	PRESENT DATE	PRESENT READ	CONSUMPTION	READ TYPE	METER DESCRIPTION
61016915	08/05/2022	58727	09/08/2022	61314	258700 GAL	ACTUAL	WATER

Service Address Charges

Customer Service Charge	\$4.98
Purchase Water Pass-Thru	\$781.27
Water Base Charge	\$169.18
Water Usage Charge	\$509.10
Sewer Base Charge	\$405.44
Sewer Usage Charge	\$1,394.39

Summary of Account Charges

Previous Balance	\$2,789.08
Net Payments - Thank You	\$-2,789.08
Total Account Charges	\$3,264.36
AMOUNT DUE	\$3,264.36



Hillsborough
County Florida

Make checks payable to: BOCC

ACCOUNT NUMBER: 9466499495



ELECTRONIC PAYMENTS BY CHECK OR

Automated Payment Line: (813) 276 8526
Internet Payments: HCFLGov.net/WaterBill
Additional Information: HCFLGov.net/Water



THANK YOU!



CARLTON LAKES CDD
2005 PAN AM CIR STE 300
TAMPA FL 33607-6008

1,807 8

DUE DATE	10/05/2022
AMOUNT DUE	\$3,264.36
AMOUNT PAID	

DOG WASTE DEPOT

12316 World Trade Dr. #102

San Diego, CA 92128

TEL: 800-678-1612

www.DogWasteDepot.com

Invoice

Date	Invoice #
9/21/2022	507368

Bill To
Carlton Lakes CDD Accounts Payable 2005 Panam Cir Ste 300 Tampa, Fl 33607

Ship To
Carlton Lakes Club House/ Rick Reidt 11404 Carlton Fields Dr Riverview, Fl 33579

PLEASE MAKE ALL CHECKS PAYABLE TO: "DOG WASTE DEPOT"

ORDER#:	Rep	Ship Date	Via	Terms	PO#:	3RD Party Payment C...
	DWD	9/21/2022	FEDEX	Net 30		

Quantity	Item Code	Description	Price Each	Amount
2	DEPOT-019-GRN	ONEPul BAG DISPENSER-GREEN	87.99	175.98T
2	DEPOT-008-GRN	DEPOT-008 SIGN-GREEN	32.97	65.94T
	Shipping	Shipping	0.00	0.00
		FedEx Package 1 Tracking #: 278239129022 FedEx Package 2 Tracking #: 278239132566		
		53900 4604 QWA		

REMIT PAYMENT TO: Dog Waste Depot 12316 World Trade Drive #102 San Diego, CA 92128 FED ID# 27-4523962	Subtotal	\$241.92
	Sales Tax (0.0%)	\$0.00
	Total	\$241.92
	Payments	\$0.00
	Balance Due	\$241.92



INVOICE

GoTo Communications, Inc.
PO BOX 412252
BOSTON, MA 02241-2252

Invoice Date 09/01/2022
Invoice # IN7101407390
PO #
Customer ID CN-710379-2009
Terms AutoPay Scheduled
Due Date 09/16/2022
Currency US Dollar

Bill To

CARLTON LAKES CDD
2005 PAN AM CIR STE 300
TAMPA FL 33607
UNITED STATES

INVOICE Total: \$113.34

Billing Group	Description	Quantity	Rate	Amount
Primary	GoToConnect - Monthly Service Charge 09/01/2022 - 09/30/2022	3	26.95	\$80.85
Primary	Standard Phone Numbers (DID) 09/01/2022 - 09/30/2022	2	5	\$10.00
Primary	Included minutes in plan 08/01/2022 - 08/31/2022	233.4	0	\$0.00
Primary	Monthly Rental Equipment Charge 09/01/2022 - 09/30/2022	1	4.9	\$4.90
Primary	State and Local Regulatory Recovery Fee	1	8.75	\$8.75
Primary	Universal Service Fee (USF)	1	3.81	\$3.81
Primary	Regulatory Recovery Fee	1	5.03	\$5.03

Total \$113.34

Your automatic payment is scheduled to be processed around the 10th of the month

View and Pay your invoices online: <https://my.jive.com/billing>
Billing Support: <https://support.goto.com/connect/billing-user-guide>

Please note that we are retiring the LogMeIn name and all future invoices, billing statements, or other correspondence will come from a GoTo branded entity. This change is for brand consistency and will have no impact on your contract details, core service functionality, Tax IDs, bank account numbers, or any other aspect of how you transact with us or any of our subsidiaries.

More information is available at <https://goto.com/GoToPressRelease2022> or by consulting our contracting entities table containing a complete list of updated entity names [here](#).



GoTo Communications, Inc.
PO BOX 412252
BOSTON, MA 02241-2252

INVOICE

Invoice Date	09/01/2022
Invoice #	IN7101407390
PO #	
Customer ID	CN-710379-2009
Terms	AutoPay Scheduled
Due Date	09/16/2022
Currency	US Dollar

*Certain audio Services are provided by the applicable GoTo affiliate who sets the rates, terms, and conditions for audio services. GoTo Technologies USA, Inc. presents this invoice and collects on behalf of the applicable GoTo affiliate as its agent.

*Telecom fees (incl. USF and Regulatory Recovery Fees) are only applicable to GoToConnect, and OpenVoice Services. If you'd like to know more about how GoTo currently displays fees on your invoice, please visit [here](#).

*Connect Bundle is comprised of GoToConnect and GoToMeeting Pro. GoToConnect is provided by GoTo Communications, Inc.

INVOICE

Hunter Paynter (Highway Patrol)
11002 Leland Groves Drive
Riverview, Florida 33579
United States

BILL TO
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, Florida 33579
United States

Invoice Number: 3

Invoice Date: September 6, 2022

Payment Due: October 6, 2022

Amount Due (USD): \$770.00

Items	Quantity	Price	Amount
Off-Duty 8/13/22 4 hrs 8/19/22 4 hrs 8/27/22 3 hrs	1	\$770.00	\$770.00

Total: \$770.00

Amount Due (USD): \$770.00

53900
4629
RWA

INVOICE

Jeremy Fields (Highway Patrol)
13228 Orca Sound Drive
Riverview, Florida 33579
United States

BILL TO
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, Florida 33579
United States

Invoice Number: 180

Invoice Date: August 2, 2022

Payment Due: September 1, 2022

Amount Due (USD): \$100.00

Items	Quantity	Price	Amount
Administrative Fee Administrative Fee/Schedulers Fee for weekly and monthly paperwork required to be completed.	1	\$100.00	\$100.00
Total:			\$100.00
Amount Due (USD):			\$100.00

RLA
93900
4629
RLA

INVOICE

Jeremy Fields (Highway Patrol)
13228 Orca Sound Drive
Riverview, Florida 33579
United States

BILL TO
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, Florida 33579
United States

Invoice Number: 181

Invoice Date: September 6, 2022

Payment Due: October 6, 2022

Amount Due (USD): \$100.00

Items	Quantity	Price	Amount
Administrative Fee Administrative Fee/Schedulers Fee for weekly and monthly paperwork required to be completed.	1	\$100.00	\$100.00
Total:			\$100.00
Amount Due (USD):			\$100.00



Carlton Lakes CDD- Restrooms

Thanks so much for choosing JTA Advanced Painting, LLC

Bill To

Rick Reidt
rick.reidt@inframark.com

Invoice Details

PDF created September 14, 2022
\$1,000.00

Payment

Due September 14, 2022
\$1,000.00

Item	Quantity	Price	Amount
Deposit for Carlton Lakes CDD	1	\$1,000.00	\$1,000.00
Subtotal			\$1,000.00

Total Due

\$1,000.00

57910
6405
Paint Restrooms Del
AND



Pay online

To pay your invoice go to <https://gosq.me/u/FiQ7Huvw>

Or open your camera on your mobile device, and place the code on the left within the camera's view.



2122 Henley Road
Lutz, FL 33558

www.pinelakenurseriesinc.com

INVOICE

Date	Invoice No.
09/09/22	1294
Terms	Due Date
Net 30	10/09/22

BILL TO

Teresa Farlow
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, FL 33579

PROPERTY

Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, FL 33579

Amount Due	Enclosed
\$250.00	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
	#1373 - CLCDD OTC Treatment		\$250.00	\$0.00	\$250.00
	Misc Enhancement		\$250.00	\$0.00	\$250.00
	Total		\$250.00	\$0.00	\$250.00

53900
4603
QWR



2122 Henley Road
Lutz, FL 33558
www.pinelakenurseryinc.com

INVOICE

Date	Invoice No.
09/15/22	1309
Terms	Due Date
Net 30	10/15/22

BILL TO

Teresa Farlow
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, FL 33579

PROPERTY

Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, FL 33579

Amount Due	Enclosed
\$240.00	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
			\$240.00	\$0.00	\$240.00

#1411 - Irrigation Repair- Replace 2 Solenoids

Pine Lake Services, Inc. would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakenurseryinc.com or (813) 948-4736.

Irrigation Enhancement	\$240.00	\$0.00	\$240.00
Total	\$240.00	\$0.00	\$240.00

53900
4611
6/2/21

Securiteam
 13745 N. Nebraska Ave.
 Tampa, FL 33613
 Phone: 813-909-7775
 Fax: 888-596-8464

Invoice



Bill To
Carlton Lakes CDD c/o Meritus Corp 2005 Pan Am Circle Suite 120 Tampa, FL 33607

Ship To
Carlton Lakes CDD 11404 Carlton Fields Dr Riverview, FL 33579

Date	Invoice #	P.O. No.	Terms	Due Date
9/12/2022	12594090922		Net 30	10/12/2022

QTY	Description
1	<p>Emergency Service Labor - 1st Hr Time out at 7:15 (Emergency after hours service)</p> <p>Upon arrival, met with Frederick and Spectrum was on-site to fix the internet.</p> <p>Altronix power supply was off and followed the power cord to find the outlet it was plugged into. Tested the outlet for 120vac, which was good. Pulled the battery leads and plugged the power cord back in. The altronix came back up and the doors locked.</p> <p>Once spectrum restored the internet, check the system and it looked good also. Per Fredrick took a look at the cameras, but couldn't login to the NVR. An IT company had done their camera system. They are working, but glitchy in live view.</p> <p>Tested and working. Spoke to Fredrick</p> <p>Customer states no pool gates will lock. Check power supply.</p>

*53900
4602
RHO*

	Subtotal	\$225.00
	Sales Tax (0.0%)	\$0.00
	Total	\$225.00
	Payments/Credits	\$0.00
	Balance Due	\$225.00

Securiteam
 13745 N. Nebraska Ave.
 Tampa, FL 33613
 Phone: 813-909-7775
 Fax: 888-596-8464

Invoice



Bill To
Carlton Lakes CDD c/o Meritus Corp 2005 Pan Am Circle Suite 120 Tampa, FL 33607 USA

Ship To
Carlton Lakes CDD 11404 Carlton Fields Dr Riverview, FL 33579 USA

Date	Invoice #	P.O. No.	Terms	Due Date
9/20/2022	12597091622		Net 30	10/20/2022

QTY	Description
1	Service Labor - 1st Hour
1.5	Service Labor - Additional Hours (ahartman - Andrew Hartman - Sep 16, 2022 11:30 AM on site for 2 hours and 30 minutes. Upon arrival, tried connecting to the emerge panel with the IP address and port number on the property manager computer(10.1.1.25:7775). The webpage wouldn't pull anything up so connected to the switch managed by MHD and did a scan of the network. Found the server on .170 and the clients on different IPs than what was listed in the server. CB found an old password and was able to login to the server without reverting it. Found the clients off and their passwords were also not rapid. Made a carlton user with password carlton and set permissions for the manager on-site. Changed the super admin password back to rapid and changed the clients to the rapid password also. Had to login to the clients and change their IP addresses and the address of the server so they would connect. The server and the clients were all set for DHCP and were set to static when changes were made. Got clients and servers linked, but they are mismatched versions. Attempted to upgrade the firmware to match everything and get it up to date, but couldn't create a backup or update due to FTP server issues. Will need to contact MHD to have them open all the correct ports and put the spectrum router into bridge mode to allow the ftp to work properly and get everything up to date. Ip Info: Server 10.1.1.25:7775 Client 2 10.1.1.26 Client 3 10.1.1.27

<div style="text-align: right; font-size: 2em; font-family: cursive;"> 53900 4602 JHND </div>	Subtotal
	Sales Tax (0.0%)
	Total
	Payments/Credits
	Balance Due



Bill To
Carlton Lakes CDD c/o Meritus Corp 2005 Pan Am Circle Suite 120 Tampa, FL 33607 USA

Ship To
Carlton Lakes CDD 11404 Carlton Fields Dr Riverview, FL 33579 USA

Date	Invoice #	P.O. No.	Terms	Due Date
9/20/2022	12597091622		Net 30	10/20/2022

[illegible]

INVOICE

Shawn Edge (Highway Patrol)
14218 War Admiral Place
Sun City Center, Florida 33573
United States

BILL TO
Carlton Lakes CDD
11404 Carlton Fields Drive
Riverview, Florida 33579
United States

Invoice Number: 2
Invoice Date: September 6, 2022
Payment Due: October 6, 2022
Amount Due (USD): \$280.00

Items	Quantity	Price	Amount
Off-Duty 8/20/22 4 hrs	1	\$280.00	\$280.00
Total:			\$280.00
Amount Due (USD):			\$280.00

53900
4629
RLA

11522 Lake Lucaya Drive | Riverview, FL 33579 | 866.LOGO.LOGO

Invoice

Bill To:

Carlton Lakes CDD
c/o Meritus Associations
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

Ship To:

Carlton Lakes CDD
11108 CARLTON FIELDS DR
RIVERVIEW, FL 33579-3214

Date	Invoice No.	P.O. Number	Terms	Please pay before
09/08/22	22087		Net 30	10/08/22

Item	Description	Quantity	Rate	Amount
Clothing	K100 in Gusty Gray w/ Carlton Lakes CDD logo embroidered on left chest. S-XL	10	22.98	229.80T
Clothing	K100 in Gusty Gray w/ Carlton Lakes CDD logo embroidered on left chest. 2X	6	25.98	155.88T
Shipping	FedEx Ground Shipping	1	9.95	9.95
	Tax Exempt Customer		0.00	0.00

53900
4602
R20

Total \$395.63

Please make checks

payable to:

The Skyline Printing Co.

All invoices are due upon receipt. A finance charge of 2% per month is charged on all invoices unpaid after 30 days. (Min. \$5.00 per month)

September 10, 2022

Invoice Number: 078582401091022

Account Number: 0050785824-01

Security Code: 2597

Service At: 11404 CARLTON FIELD DR
RIVERVIEW, FL 33579-7785

Contact Us

Visit us at SpectrumBusiness.net

Or, call us at 1-877-824-6249

Summary

*Services from 09/09/22 through 10/08/22
details on following pages*

Previous Balance	157.96
Payments Received - Thank You	-157.96
Remaining Balance	\$0.00
Spectrum Business™ Internet	19.99
Spectrum Business™ Voice	29.99
One-Time Charges	99.00
Partial Month Charges	207.98
Taxes, Fees and Charges	7.43
Current Charges	\$364.39
Total Due by 09/26/22	\$364.39

NEWS AND INFORMATION

NOTE. Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page.

Your secure, reliable Internet Service is now 50% faster! As part of our commitment to delivering better services at the best value, we have upgraded your Internet speed to **300 Mbps** (wireless speeds may vary)! That's **50% faster** than your previous speed. Your upgrade is effective immediately; there's nothing for you to do but enjoy the faster speeds.

Call 1-855-287-6365 and get a streaming tv solution for your waiting room or break room that will entertain your customers and employees by providing more than 60+ channels of popular entertainment, weather and news channels.

NEW! Mobile service is now available for all of your employees! Call **1-855-281-5334** and get the best Mobile service at the best price for your business.



Thank you for choosing Spectrum Business.
We appreciate your prompt payment and value you as a customer.



September 10, 2022

CARLTON LAKES COMMUNITY

Invoice Number: 078582401091022

Account Number: 0050785824-01

Service At: 11404 CARLTON FIELD DR
RIVERVIEW, FL 33579-7785

Received
SEP 15 2022

Total Due by 09/26/22	\$364.39
Amount you are enclosing	\$

Please Remit Payment To:

CHARTER COMMUNICATIONS
PO BOX 7195
PASADENA, CA 91109-7195



Invoice Number:
Account Number:
Security Code:

CARLTON LAKES COMMUNITY
078582401091022
0050785824-01
2597

Contact Us

Visit us at SpectrumBusiness.net
Or, call us at 1-877-824-6249

7635 1610 NO RP 10 09102022 YNNNNY 01 000233 0001

Charge Details

Previous Balance		157.96
Payments Received - Thank You	08/30	-157.96
Remaining Balance		\$0.00

Payments received after 09/10/22 will appear on your next bill.

Services from 09/09/22 through 10/08/22

Spectrum Business™ Internet

Static IP 1	19.99
	\$19.99

Spectrum Business™ Internet Total \$19.99

Spectrum Business™ Voice

Phone Number 813-442-4870	
Directory Listing	0.00
Spectrum Business Voice	49.99
Promotional Discount	-20.00
	\$29.99

For additional call details, please visit SpectrumBusiness.net Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.

Spectrum Business™ Voice Total \$29.99

One-Time Charges

Installation	09/09	99.00
One-Time Charges Total		\$99.00

Partial Month Charges

Spectrum Business Internet Ultra	09/09-10/08	199.99
Business WiFi	09/09-10/08	7.99
Partial Month Charges Total		\$207.98

Visit Spectrum.com/stores for store locations. For questions or concerns, visit Spectrum.net/support.

Sign up for Paperless Billing.
It's easy, convenient and secure.

Get your statement as soon as it's available. Instead of receiving a paper bill through the mail, sign up for paperless billing.

It's easy – enroll in paperless billing visit SpectrumBusiness.net.

It's convenient – you can access your statement through SpectrumBusiness.net.

It's secure – we deliver securely to your SpectrumBusiness.net account and only you can access through a secure sign-in process.

Each month, you'll receive a paperless e-bill that you pay online with your choice of payment options.

Taxes, Fees and Charges

State And Local Sales Tax	7.43
Taxes, Fees and Charges Total	\$7.43

Current Charges	\$364.39
Total Due by 09/26/22	\$364.39

Billing Information

Tax and Fees - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit spectrum.net/taxesandfees for more information.

Spectrum Terms and Conditions of Service – In accordance with the Spectrum Business Services Agreement, Spectrum services are billed on a monthly basis. Spectrum does not provide credits for monthly subscription services that are cancelled prior to the end of the current billing month.

Terms & Conditions - Spectrum's detailed standard terms and conditions for service are located at spectrum.com/policies.

Past Due Fee / Late Fee Reminder - A late fee will be assessed for past due charges for service.

The following taxes, fees and surcharges are included in the price of the applicable service - Federal USF \$1.91, Florida State CST \$1.34, Florida Local CST \$1.31, Florida CST \$0.69, E911 Fee \$0.40, TRS Surcharge \$0.10, Sales Tax \$0.03.

Voice Fees and Charges - These include charges, to recover or defray government fees imposed on Spectrum, and certain other costs related to Spectrum's Voice service, including a Federal Universal Service Charge and, if applicable, a State Universal Service Charge to recover amounts Spectrum must pay to support affordable telephone service, and may include a state Telecommunications Relay Service Fee to support relay services for hearing and speech impaired customers. Please note that these charges are not taxes and are subject to change. For more information, visit spectrum.net/taxesandfees.

Payment Options

Pay Online - Create or Login to pay or view your bill online at Spectrumbusiness.net.

Pay by Mail - Detach payment coupon and enclose with your check made payable to Bright House Networks. Please do not include correspondences of any type with payments.

For questions or concerns, please call **1-877-824-6249**.





PO BOX 489
NEWARK, NJ 07101-0489

Received
SEP 13 2022

Manage Your Account	Account Number	Date Due
b2b.verizonwireless.com	342080793-00003	09/26/22
Change your address at http://sso.verizonenterprise.com	Invoice Number	9915007430



MERITUS CORPORATION
CARLTON LAKES CDD
2005 PAN AM CIR STE 300
TAMPA, FL 33607-6008

00171588
N208

Quick Bill Summary

Aug 05 – Sep 04

Previous Balance (see back for details)	-\$62.81
No Payment Received	\$0.00
Credit Balance	-\$62.81
Monthly Charges	\$70.00
Equipment Charges	\$16.66
Surcharges and Other Charges & Credits	-\$14.12
Taxes, Governmental Surcharges & Fees	\$1.22
Total Current Charges	\$73.76

Total Charges Due by September 26, 2022 \$10.95

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At b2b.verizonwireless.com	1.800.922.0204 or *611 from your phone



MERITUS CORPORATION
CARLTON LAKES CDD
2005 PAN AM CIR STE 300
TAMPA, FL 33607-6008

Bill Date
Account Number
Invoice Number

September 04, 2022
342080793-00003
9915007430

Total Amount Due by September 26, 2022

Make check payable to Verizon Wireless.
Please return this remit slip with payment.

\$10.95

\$.

PO BOX 660108
DALLAS, TX 75266-0108



99150074300103420807930000300000007376000000010959



Invoice Number Account Number Date Due Page

9915007430 342080793-00003 09/26/22 2 of 5

Get Minutes Used

Get Data Used

Get Balance

#MIN + SEND

#DATA + SEND

#BAL + SEND

Payments

Payments, continued

Previous Balance **-\$62.81**

No Payment Received

Total Payments **\$0.00**

Credit Balance **-\$62.81**

Written notations included with or on your payment will not be reviewed or honored. Please send correspondence to:
Verizon Wireless Attn: Correspondence Team PO Box 15069 Albany, NY 12212

Automatic Payment Enrollment for Account: 342080793-00003 MERITUS CORPORATION

By signing below, you authorize Verizon Wireless to electronically debit your bank account each month for the total balance due on your account. The check you send will be used to setup Automatic Payment. You will be notified each month of the date and amount of the debit 10 days in advance of the payment. You agree to receive all Auto Pay related communications electronically. I understand and accept these terms. This agreement does not alter the terms of your existing Customer Agreement. I agree that Verizon Wireless is not liable for erroneous bill statements or incorrect debits to my account. To withdraw your authorization you must call Verizon Wireless. Check with your bank for any charges.

1. Check this box.
2. Sign name in box below, as shown on the bill and date.
3. Return this slip with your payment. Do not send a voided check.



**Summary for Clubhouse Carlton Lakes: 813-404-2881****Your Plan****Business Unlimited Smartphone**

\$45.00 monthly charge

Unlimited monthly minutes

UNL Text Messaging

Unlimited M2M Text

Unlimited Text Message

Email & Web Unlimited

Unlimited monthly gigabyte

UNL Picture/Video MSG

Unlimited monthly Picture & Video

Have more questions about your charges?

Get details for usage charges at

b2b.verizonwireless.com.**Monthly Charges**

Business Unlimited Smartphone	09/05 - 10/04	45.00
Addl Smartphn Data Access	09/05 - 10/04	25.00
Applies to subsidized smartphone lines		
		\$70.00

Equipment Charges

Device Payment Agreement 1432024010 – Payment 24 of 24	16.66
Paid 383.33	
Past Due .00	
Balance (after this month's current payment) .00	
	\$16.66

Surcharges

Fed Universal Service Charge	.50
Regulatory Charge	.09
Administrative Charge	1.95

Other Charges and Credits

Device Promotional Credit	24 of 24	-16.66
		-\$14.12

Taxes, Governmental Surcharges and Fees

FL State 911 Fee	.40
FL Communications Service Tax	.45
Tampa Comm Srvc Tax	.37
	\$1.22

Total Current Charges for 813-404-2881**\$73.76**

Need-to-Know Information

Explanation of Surcharges

Surcharges include (i) a Regulatory Charge (which helps defray various government charges we pay including government number administration and license fees); (ii) a Federal Universal Service Charge (and, if applicable, a State Universal Service Charge) to recover charges imposed on us by the government to support universal service; and (iii) an Administrative Charge, which helps defray certain expenses we incur, including: charges we, or our agents, pay local telephone companies for delivering calls from our customers to their customers; fees and assessments on our network facilities and services; property taxes; and the costs we incur responding to regulatory obligations. **Please note that these are Verizon Wireless charges, not taxes. These charges, and what's included, are subject to change from time to time.**

Economic Adjustment Charge

Our number one priority is to provide exceptional service to your business and consistently deliver the quality and reliability that you expect from Verizon Business.

Just as you are seeing in your business, Verizon Business is seeing a wide range of increases in its costs to provide service. As these challenges have continued to mount, we have made the decision to add an Economic Adjustment Charge.

On June 16, 2022, Verizon Business began adding the charge to newly activated and upgraded lines, existing lines that have completed a contract-based line term, and lines that have twelve (12) months or fewer remaining on a Device Payment Plan Agreement. The amount of the charge is \$2.20 per month/line for each smartphone and data device, and \$0.98 per month/line for each basic phone and tablet device. As lines meet these criteria, the charge will be automatically added to your bill. You can find the Economic Adjustment Charge in the Other Charges & Credits section of your bill.

Thank you for trusting in us and choosing Verizon Business as your partner. We remain committed to delivering outstanding network performance, service excellence and value for your business.

Important Information Regarding Your Customer Agreement

Verizon has updated parts of your Customer Agreement. In the "What Charges are set by Verizon?" section, we updated the name of the Administration and Telco Recovery Charge and how it applies to your service. In the "How and when can I dispute charges?" section, we removed the requirement to alert Verizon of any bill disputes within 180 days. In the "HOW DO I RESOLVE DISPUTES WITH VERIZON?" section we clarified the rules and procedures governing such disputes, including: that claims can no longer be resolved by one or more neutral arbitrators before the Better Business Bureau; that for claims of \$25,000 or less (which are governed by the American Arbitration Association's Consumer Arbitration Rules), you can choose whether you'd like the arbitration to be carried out based only on documents submitted to the arbitrator or by a hearing in person or by phone; the rules governing the potential tolling of applicable statutes of limitations; that if the dispute resolution process set forth in subsection (6) for some reason cannot be enforced as to all or part of a dispute, then the agreement to arbitrate will not apply to that dispute or part of the dispute; and that if any part of the Customer Agreement is ruled invalid, that part may be removed from the Customer Agreement with the exception of part 8 of the dispute resolution section.

Get Device Protection Made For Business

Verizon gives you coverage options, including an extended warranty plan that's less than \$5/mo per device for repair and replacement of post-warranty malfunctions.

With protection for business devices, unexpected accidents won't slow you down. Verizon offers same-day replacement and unlimited cracked-screen repair for eligible smartphones-and you can cover multiple devices. Sign up by 10.13 at verizon.com/businessmtp. Terms apply.

More On Wireless Taxes And Surcharges

Your total charges for this month's bill cycle are \$10.95.

This includes charges for one or more bundled Verizon service plans that include voice, messaging, data, or other services for which you pay a monthly plan charge.

This bill cycle, your fixed monthly plan charges were \$45.00 (before applying any discounts or credits, and excluding other charges such as overage, late payment, taxes, Verizon surcharges, and equipment).

To accurately bill taxes and Verizon surcharges, we regularly look at past network usage by you and other customers with similar plans to allocate this fixed monthly plan charge among the services included in the bundle.

In this bill cycle, we have allocated this amount as follows: \$2.89 for voice, \$0.58 for messaging, \$41.53 for data, and \$0.00 for other services.

For more information, please go to vzw.com/taxesandsurcharges.

Bankruptcy Information

If you are or were in bankruptcy, this bill may include amounts for pre-bankruptcy charges. You should not pay pre-bankruptcy amounts; they are for your information only. In the event Verizon receives notice of a bankruptcy filing, pre-bankruptcy charges will be adjusted in future invoices. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.

DISTRICT CHECK REQUEST FORM

Today's Date 9/7/2022
District Name Carlton Lakes COD
Check Amount \$ 292.26
Payable: Fredrick Ledette

Check Description Replenish Petty Cash

Special Instructions

(Please attach all support documentation: i.e., invoices, training class applications, etc.)


Approved Signature

DM	<u>GROR</u>
Fund	<u>Clubhouse Maint</u>
G/L	<u> </u>
Object Cd	<u> </u>
CK #	<u> </u>
Date	<u> </u>



sam's club

CLUB MANAGER LEE GALLIGHER
(813) 371 - 2394

09/02/22 14:40 2712 04801 002 1701

Rick

41494	DISINFECTAN	7.48
41494	DISINFECTAN	7.48
41494	DISINFECTAN	7.48
106385	NO RINSE	5.98
106385	NO RINSE	5.98
106385	NO RINSE	5.98
106385	NO RINSE	5.98
980141801	HEAVY DUTY	7.98
980141801	HEAVY DUTY	7.98
887710	PSOL CLNR L	12.48
990004350	SPRAY BOTTL	12.98
887710	PSOL CLNR L	12.48
990004373	ENRGZR D-14	17.98
84724	OVEN CLEANER	9.98
980134611	24PKMTOWEL	16.98
387370	FABULOSO	7.88
387370	FABULOSO	7.88
387370	FABULOSO	7.88
980078481	PAPER TOWEL	41.98
980078481	PAPER TOWEL	41.98
980078481	PAPER TOWEL	41.98
980078481	PAPER TOWEL	41.98
VL	**** VOID ****	
	46836 PAPER TOWEL	31.98
	980078481 PAPER TOWEL	41.98
	SUBTOTAL	292.26
	TOTAL	292.26
	CASH TEND	300.00
	CHANGE DUE	7.74

Visit samsclub.com to see your savings

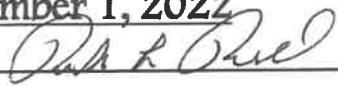
ITEMS SOLD 22

TC# 5585 0537 4551 3561 5575 2



Carlton Lakes CDD

MEETING DATE: September 1, 2022

DMS Staff Signature 

SUPERVISORS	CHECK IF IN ATTENDANCE	STATUS	PAYMENT AMOUNT
Freddy Barton	<i>yes</i>	Salary Accepted	\$200
Rena Vance	<i>yes</i>	Salary Accepted	\$200
Nicholle Palmer	<i>yes</i>	Salary Accepted	\$200
Vacant	<i>—</i>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<i>—</i>	Salary Accepted	\$200

RV 090122

Carlton Lakes Community Development District

Financial Statements
(Unaudited)

Period Ending
September 30, 2022



Inframark LLC
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 9/30/2022

(In Whole Numbers)

	General Fund	Debt Service - Series 2015	Debt Service - Series 2018	Debt Service - Series 2017	Capital Projects - Series 2015	Capital Projects - Series 2018	General Fixed Assets Account Group	General Long-Term Debt	Total
Assets									
Cash-Operating Account	38,991.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38,991.00
Cash - HOA Improvement	30,139.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,139.00
Investments-Revenue 2018 (5000)	0.00	0.00	84,145.00	0.00	0.00	0.00	0.00	0.00	84,145.00
Investments-Interest 2018 (5001)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Sinking 2018 (5002)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Reserve 2018 (5003)	0.00	0.00	140,500.00	0.00	0.00	0.00	0.00	0.00	140,500.00
Investments-Prepayment 2018 (5004)	0.00	0.00	147.00	0.00	0.00	0.00	0.00	0.00	147.00
Investments-Amenity 2018 (5005)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Carlton Lakes West 2018	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Phase 1C, 1E 2018 (5007)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Receivable - Other	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00
Due From Developer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assessments Receivable - Tax Roll	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assessments Receivable - Off Roll	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest Receivable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Revenue 2017 (8000)	0.00	0.00	0.00	186,951.00	0.00	0.00	0.00	0.00	186,951.00
Investments-Interest 2017 (8001)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Sinking 2017 (8002)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Reserve 2017 (8003)	0.00	0.00	0.00	103,845.00	0.00	0.00	0.00	0.00	103,845.00
Investments-Prepayment 2017 (8004)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Construction 2017 (8005)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Amenity Center 2017 (8007)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Construction 2015 (8005)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Revenue 2015 (8004)	0.00	392,439.00	0.00	0.00	0.00	0.00	0.00	0.00	392,439.00
Investments-Reserve 2015 (8003)	0.00	251,563.00	0.00	0.00	0.00	0.00	0.00	0.00	251,563.00
Investments-Interest 2015 (8000)	0.00	72.00	0.00	0.00	(72.00)	0.00	0.00	0.00	0.00
Investments-Prepayment 2015 (8002)	0.00	5,144.00	0.00	0.00	(5,000.00)	0.00	0.00	0.00	144.00
Investments-Sinking 2015 (8001)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investments-Deferred Costs 2015 (8007)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Items	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid General Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Professional Liability	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Trustee Fees	1,872.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,872.00
Prepaid Property Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deposits	35.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.00
Construction Work In Progress	0.00	0.00	0.00	0.00	0.00	0.00	13,793,221.00	0.00	13,793,221.00
Amount Available-Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,185,149.00	1,185,149.00
Amount To Be Provided-Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,244,851.00	13,244,851.00

(In Whole Numbers)

	General Fund	Debt Service - Series 2015	Debt Service - Series 2018	Debt Service - Series 2017	Capital Projects - Series 2015	Capital Projects - Series 2018	General Fixed Assets Account Group	General Long-Term Debt	Total
Other	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Assets	<u>71,046.00</u>	<u>649,217.00</u>	<u>224,792.00</u>	<u>290,796.00</u>	<u>(5,072.00)</u>	<u>0.00</u>	<u>13,793,221.00</u>	<u>14,430,000.00</u>	<u>29,454,000.00</u>
Liabilities									
Accounts Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Payable Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retainage Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Due To Debt Service Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accrued Expenses Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deposits	(21.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(21.00)
Unearned Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Bonds Payable-Series 2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,645,000.00	6,645,000.00
Revenue Bonds Payable-Series 2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,665,000.00	3,665,000.00
Revenue Bonds Payable-Series 2018	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,120,000.00</u>	<u>4,120,000.00</u>
Total Liabilities	<u>(21.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,430,000.00</u>	<u>14,429,979.00</u>
Fund Equity & Other Credits									
Fund Balance-All Other Reserves	0.00	629,751.00	229,101.00	282,103.00	0.00	0.00	0.00	0.00	1,140,954.00
Fund Balance-Unreserved	31,391.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,391.00
Investment In General Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	13,793,221.00	0.00	13,793,221.00
Petty Cash Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	<u>39,675.00</u>	<u>19,467.00</u>	<u>(4,309.00)</u>	<u>8,694.00</u>	<u>(5,072.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,455.00</u>
Total Fund Equity & Other Credits	<u>71,067.00</u>	<u>649,217.00</u>	<u>224,792.00</u>	<u>290,796.00</u>	<u>(5,072.00)</u>	<u>0.00</u>	<u>13,793,221.00</u>	<u>0.00</u>	<u>15,024,021.00</u>
Total Liabilities & Fund Equity	<u>71,046.00</u>	<u>649,217.00</u>	<u>224,792.00</u>	<u>290,796.00</u>	<u>(5,072.00)</u>	<u>0.00</u>	<u>13,793,221.00</u>	<u>14,430,000.00</u>	<u>29,454,000.00</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

001 - General Fund
(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	762,040.00	768,981.00	6,941.00	1 %
O&M Assmts - Off Roll	8,367.00	0.00	(8,367.00)	(100)%
Interest Earnings				
Interest Earnings	0.00	49.00	49.00	0 %
Contributions & Donations From Private Sources				
HOA Carryover	18,357.00	0.00	(18,357.00)	(100)%
Other Miscellaneous Revenues				
Miscellaneous	0.00	1,132.00	1,132.00	0 %
Clubhouse Rental	0.00	8,338.00	8,338.00	0 %
Total Revenues	788,764.00	778,499.00	(10,265.00)	(1)%
Expenditures				
Legislative				
Supervisor Fees	24,000.00	16,400.00	7,600.00	32 %
Financial & Administrative				
District Manager	44,000.00	25,367.00	18,633.00	42 %
District Engineer	6,000.00	2,281.00	3,719.00	62 %
Disclosure Report	10,900.00	6,358.00	4,542.00	42 %
Trustees Fees	12,000.00	15,462.00	(3,462.00)	(29)%
Auditing Services	7,400.00	7,487.00	(87.00)	(1)%
Postage, Phone, Faxes, Copies	1,000.00	2,269.00	(1,269.00)	(127)%
Public Officials Insurance	2,190.00	2,061.00	129.00	6 %
Legal Advertising	1,500.00	3,998.00	(2,498.00)	(167)%
Bank Fees	100.00	49.00	51.00	51 %
Dues, Licenses & Fees	175.00	450.00	(275.00)	(157)%
Office Supplies	600.00	225.00	375.00	63 %
Website Administration	1,500.00	(959.00)	2,459.00	164 %
ADA Website Compliance	1,500.00	1,500.00	0.00	0 %
Legal Counsel				
District Counsel	10,000.00	31,400.00	(21,400.00)	(215)%
Electric Utility Services				
Electric Utility Services	150,000.00	164,118.00	(14,118.00)	(9)%
Decorative Light Maintenance	2,000.00	0.00	2,000.00	100 %
Garbage/Solid Waste Control Services				
Garbage Collection	5,000.00	5,067.00	(67.00)	(1)%
Water-Sewer Combination Services				
Water Utility Services	20,800.00	31,560.00	(10,760.00)	(52)%
Other Physical Environment				
Community Center Manager	48,000.00	0.00	48,000.00	100 %
Staff	35,000.00	70,418.00	(35,418.00)	(101)%
Waterway Management Program	20,000.00	37,530.00	(17,530.00)	(88)%
Property & Casualty Insurance	20,742.00	20,081.00	661.00	3 %
Club Facility Maintenance	50,000.00	22,758.00	27,242.00	54 %
Landscape Maintenance - Contract	200,000.00	196,241.00	3,759.00	2 %
Landscape Maintenance - Other	15,000.00	10,128.00	4,872.00	32 %
Plant Replacement Program	3,000.00	1,406.00	1,594.00	53 %
Irrigation Maintenance	10,000.00	11,046.00	(1,046.00)	(10)%
Pool Maintenance	18,000.00	25,518.00	(7,518.00)	(42)%
Fintess Center Maintenance	10,000.00	0.00	10,000.00	100 %
Fish Stocking	10,000.00	0.00	10,000.00	100 %

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

Special Events	10,000.00	4,535.00	5,465.00	55 %
Capital Reserve				

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

001 - General Fund
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Capital Reserves donated by HOA	18,357.00	4,319.00	14,038.00	76 %
Reserve	<u>20,000.00</u>	<u>19,752.00</u>	<u>248.00</u>	<u>1 %</u>
Total Expenditures	<u>788,764.00</u>	<u>738,824.00</u>	<u>49,940.00</u>	<u>6 %</u>
Excess Of Revenues Over (Under) Expenditures	<u>0.00</u>	<u>39,675.00</u>	<u>39,675.00</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0.00	31,391.00	31,391.00	0 %
Fund Balance, End of Period	<u>0.00</u>	<u>71,067.00</u>	<u>71,067.00</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

200 - Debt Service - Series 2015
(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	502,906.00	530,018.00	27,112.00	5 %
Interest Earnings				
Interest Earnings	0.00	33.00	33.00	0 %
Total Revenues	<u>502,906.00</u>	<u>530,051.00</u>	<u>27,145.00</u>	<u>5 %</u>
Expenditures				
Debt Service Payments				
Interest Payment	377,906.00	380,584.00	(2,678.00)	(1)%
Principal Payment	125,000.00	120,000.00	5,000.00	4 %
Prepayment	0.00	10,000.00	(10,000.00)	0 %
Total Expenditures	<u>502,906.00</u>	<u>510,584.00</u>	<u>(7,678.00)</u>	<u>(2)%</u>
Excess Of Revenues Over (Under) Expenditures	<u>0.00</u>	<u>19,467.00</u>	<u>19,467.00</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0.00	629,751.00	629,751.00	0 %
Fund Balance, End of Period	<u>0.00</u>	<u>649,217.00</u>	<u>649,217.00</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

201 - Debt Service - Series 2018
(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	278,544.00	264,079.00	(14,465.00)	(5)%
DS Assmts - Off Roll	0.00	16,543.00	16,543.00	0 %
Interest Earnings				
Interest Earnings	0.00	14.00	14.00	0 %
Total Revenues	<u>278,544.00</u>	<u>280,635.00</u>	<u>2,091.00</u>	<u>1 %</u>
Expenditures				
Debt Service Payments				
Interest Payment	208,544.00	209,944.00	(1,400.00)	(1)%
Principal Payment	70,000.00	70,000.00	0.00	0 %
Prepayment	0.00	5,000.00	(5,000.00)	0 %
Total Expenditures	<u>278,544.00</u>	<u>284,944.00</u>	<u>(6,400.00)</u>	<u>(2)%</u>
Excess Of Revenues Over (Under) Expenditures	<u>0.00</u>	<u>(4,309.00)</u>	<u>(4,309.00)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0.00	229,101.00	229,101.00	0 %
Fund Balance, End of Period	<u>0.00</u>	<u>224,792.00</u>	<u>224,792.00</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

203 - Debt Service - Series 2017
(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	257,425.00	262,160.00	4,735.00	2 %
Interest Earnings				
Interest Earnings	0.00	15.00	15.00	0 %
Total Revenues	<u>257,425.00</u>	<u>262,175.00</u>	<u>4,750.00</u>	<u>2 %</u>
Expenditures				
Debt Service Payments				
Interest Payment	182,426.00	183,481.00	(1,055.00)	(1)%
Principal Payment	75,000.00	70,000.00	5,000.00	7 %
Total Expenditures	<u>257,426.00</u>	<u>253,481.00</u>	<u>3,945.00</u>	<u>2 %</u>
Excess Of Revenues Over (Under) Expenditures	(1.00)	8,694.00	8,695.00	(869,468)%
Fund Balance, Beginning of Period	0.00	282,103.00	282,103.00	0 %
Fund Balance, End of Period	(1.00)	<u>290,796.00</u>	<u>290,797.00</u>	<u>(29,079,719)%</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

300 - Capital Projects - Series 2015
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	<u>0.00</u>	<u>5,072.00</u>	<u>(5,072.00)</u>	<u>0 %</u>
Total Expenditures	<u>0.00</u>	<u>5,072.00</u>	<u>(5,072.00)</u>	<u>0 %</u>
Excess Of Revenues Over (Under) Expenditures	<u>0.00</u>	<u>(5,072.00)</u>	<u>(5,072.00)</u>	<u>0 %</u>
Fund Balance, End of Period	<u>0.00</u>	<u>(5,072.00)</u>	<u>(5,072.00)</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

301 - Capital Projects - Series 2018
(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>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0.00	0.00	0.00	0 %
Fund Balance, End of Period	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

900 - General Fixed Assets Account Group
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Fund Balance, Beginning of Period	0.00	13,793,221.00	13,793,221.00	0 %
Fund Balance, End of Period	<u>0.00</u>	<u>13,793,221.00</u>	<u>13,788,149.00</u>	<u>0 %</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

From 10/1/2021 Through 9/30/2022

950 - General Long-Term Debt
(In Whole Numbers)

	<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Total Budget Variance - Original</u>	<u>Percent Total Budget Remaining - Original</u>
Fund Balance, Beginning of Period	0.00	14,430,000.00	14,430,000.00	0 %
Fund Balance, End of Period	<u>0.00</u>	<u>14,430,000.00</u>	<u>14,705,000.00</u>	<u>0 %</u>

Carlton Lakes Community Development District
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 09/30/2022
Reconciliation Date: 9/30/2022
Status: Locked

Bank Balance	41,781.53
Less Outstanding Checks/Vouchers	2,790.16
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	38,991.37
Balance Per Books	<u>38,991.37</u>
Unreconciled Difference	<u>0.00</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: 09/30/2022
Reconciliation Date: 9/30/2022
Status: Locked
Outstanding Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
2346	9/16/2021	System Generated Check/Voucher	10.74	Freddy Barton
2698	9/14/2022	System Generated Check/Voucher	200.00	Jeremy Fields
2705	9/21/2022	System Generated Check/Voucher	1,000.00	JTA Advance Painting LLC
2710	9/30/2022	System Generated Check/Voucher	241.92	Dog Waste Depot
2711	9/30/2022	System Generated Check/Voucher	337.50	Securiteam Inc.
2712	9/30/2022	System Generated Check/Voucher	<u>1,000.00</u>	Zebra Cleaning Team, Inc.
Outstanding Checks/Vouchers			<u>2,790.16</u>	

Carlton Lakes Community Development District
Reconcile Cash Accounts

Detail
Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 09/30/2022
Reconciliation Date: 9/30/2022
Status: Locked
Cleared Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
2680	8/28/2022	System Generated Check/Voucher	569.00	Egis Insurance Advisors LLC
2681	8/28/2022	System Generated Check/Voucher	200.00	Elizabeth Diaz
2682	8/28/2022	System Generated Check/Voucher	200.00	Freddy Barton
2683	8/28/2022	System Generated Check/Voucher	578.55	Fredrick Levatte
2684	8/28/2022	System Generated Check/Voucher	100.00	Ladedrick Royal
2685	8/28/2022	System Generated Check/Voucher	200.00	Nicholle D. Palmer
2686	8/28/2022	System Generated Check/Voucher	200.00	Rena Diane Vance
2687	8/28/2022	System Generated Check/Voucher	16,469.77	Tampa Electric Company
2688	8/28/2022	System Generated Check/Voucher	3,717.38	US Bank
2689	9/1/2022	System Generated Check/Voucher	4,181.00	Straley Robin Vericker
2690	9/1/2022	System Generated Check/Voucher	385.68	Waste Management Inc. of Florida
2691	9/1/2022	System Generated Check/Voucher	125.00	Zebra Cleaning Team, Inc.
CD133	9/9/2022	Payroll 09/09	4,720.78	Decision HR
2692	9/14/2022	System Generated Check/Voucher	665.00	First Choice Aquatic Weed Management, LLC
2693	9/14/2022	System Generated Check/Voucher	200.00	Freddy Barton
2694	9/14/2022	System Generated Check/Voucher	292.26	Fredrick Levatte
2695	9/14/2022	System Generated Check/Voucher	113.34	GoTo Communications Inc.
2696	9/14/2022	System Generated Check/Voucher	770.00	Hunter Issac Paynter
2697	9/14/2022	System Generated Check/Voucher	6,048.14	Inframark LLC
2699	9/14/2022	System Generated Check/Voucher	200.00	Nicholle D. Palmer
2700	9/14/2022	System Generated Check/Voucher	16,833.33	Pine Lake Services
2701	9/14/2022	System Generated Check/Voucher	200.00	Rena Diane Vance
2702	9/14/2022	System Generated Check/Voucher	280.00	Shawn Edge
2703	9/14/2022	System Generated Check/Voucher	10.95	Verizon
2704	9/21/2022	System Generated Check/Voucher	3,264.36	BOCC
2706	9/21/2022	System Generated Check/Voucher	240.00	Pine Lake Services

Carlton Lakes Community Development District
Reconcile Cash Accounts

Detail
Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 09/30/2022
Reconciliation Date: 9/30/2022
Status: Locked
Cleared Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
2707	9/21/2022	System Generated Check/Voucher	225.00	Securiteam Inc.
2708	9/21/2022	System Generated Check/Voucher	395.63	Skyline Printing
2709	9/21/2022	System Generated Check/Voucher	364.39	Charter Communications
CD132	9/21/2022	Service Charge - September	12.00	
CD134	9/23/2022	Payroll 09/23	<u>4,978.15</u>	Decision HR
Cleared Checks/Vouchers			<u>66,739.71</u>	

Carlton Lakes Community Development District
Reconcile Cash Accounts

Detail
Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 09/30/2022
Reconciliation Date: 9/30/2022
Status: Locked
Cleared Deposits

Document Number	Document Date	Document Description	Document Amount	Deposit Number
CR437	9/12/2022	Clubhouse Deposits	425.00	
CR450	9/20/2022	September Clubhouse Deposits	325.00	
CR469	9/30/2022	Sept Bank Int	<u>0.80</u>	
Cleared Deposits			<u>750.80</u>	