

**CARLTON LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

MARCH 7, 2024

REVISED AGENDA PACKAGE



313 CAMPUS ST
CELEBRATION, FL 34747

Carlton Lakes Community Development District

Board of Supervisors
Freddy Barton, Chairman
Rena Vance, Vice-Chairman
Elizabeth Morales Diaz, Assistant Secretary
Nicholle Palmer, Assistant Secretary
Nicole Snelling, Assistant Secretary

District Staff
Kristee Cole District Manager
Kathryn (“KC”) Hopkinson, District Counsel
Tonja Stewart., District Engineer
Fredrick Levatte, On-Site Manager

Revised Regular Meeting Agenda Thursday, March 7, 2024 – 6:00 p.m.

All cellular phones and pagers must be turned off during the meeting. Please let us know at least 24 hours in advance if you plan to call into the meeting.

- 1. Pledge of Allegiance**
- 2. Call to Order and Roll Call**
- 3. Special Business Items**
 - A. Announcement regarding the Playground
 - B. Discussion regarding Loan Terms
- 4. Audience Comments on Agenda – Three - (3) Minute Time Limit**
- 5. Staff Reports**
 - A. District Counsel
 1. Discussion regarding the Clubhouse Rental Policy
 2. Consideration of the Rental Agreement between the Oaks at Shady Creek CDD and Carlton Lakes CDD (Under Separate Cover)
 3. Discussion regarding Easement Encroachment Agreement Page 4
 - B. District Engineer
 - C. District Manager
 - D. Field Inspection Report..... Page 9
 - E. Landscape Inspection Report
 1. Review of the Soil Sample..... Page 37
 2. Consideration of PineLake Top Choice proposal Page 47
 3. Consideration of OTC Treatment proposal..... Page 53
 - F. On-site Manager
- 6. Business Items**
 - A. Consideration of Weir Repair and Pond 7 Erosion Repair proposal Page 58
 - B. Consideration of RFQ for District Engineer..... Page 59
 - C. Consideration of Aquatics Vendor proposal..... Page 62
 - D. Consideration of Pool Maintenance proposal Page 63
 - E. Consideration of Resolution 2024-04, General Election Page 64
 - F. Consideration of the Clubhouse Plant Lighting proposal Page 66
 - G. Consideration of the Towing Contract..... Page 67
 - H. Consideration of Fence Repairs proposal Page 71
 - I. Consideration of Inframark Amenities Contract..... Page 72
 - J. Consideration of Playground Closure
 - K. Discussion regarding Amenities Policies and SOP..... Page 92
 - L. Discussion regarding NSF for Metheney

7. **Business Administration**
 - A. Consideration of the Regular Meeting Minutes from February 1, 2024
& Workshop Minutes from February 15, 2024 Page 119
 - B. Consideration of January 2024 Operation and Maintenance Expenditures..... Page 126
 - C. Consideration of the January 2024 Financials & Check Register..... Page 189
8. **Supervisor Requests**
9. **Audience Comments** – *Three - (3) Minute Time Limit*
10. **Adjournment**

The next meeting is scheduled for Thursday, April 4, 2024, at 6:00 p.m.

FORM
Easement Encroachment Agreement

This Easement Encroachment Agreement (this “**Agreement**”) is entered into as of _____, 2024 (the “**Effective Date**”), between the **Carlton Lakes Community Development District** (the “**District**”) whose mailing address is c/o Inframark, 2005 Pan Am Circle, Suite 300, Tampa, FL 33607, and _____ (the “**Landowner**”), whose mailing address is _____.

WITNESSETH:

That for and in consideration of the sum of \$10.00, in hand paid, the receipt and sufficiency of which is hereby acknowledged, and the mutual promises contained herein, the parties agree as follows:

1. **Landowner Property**. Landowner is the fee simple landowner of Lot ___, Block ___, Carlton Lakes Phase ___ (“**Property**”), a subdivision according to the plat thereof recorded at Plat Book ___, Page ___, (“**Plat**”), Public Records of Hillsborough County Florida. Landowner agrees that it will not convey the Property until this Agreement is recorded in the official records of the Clerk of the Circuit Court of Hillsborough County.
2. **District Easement**. The District has a _____ easement (the “**Easement**”) located on and/or abutting the Property. Landowner desires to encroach into the Easement by _____ on the Property (the “**Improvements**”). A diagram showing the Easement is attached as Exhibit “A.”
3. **Installation and Maintenance of Improvements**. The Improvements shall be undertaken, completed and at all times maintained by Landowner in a good and workmanlike manner, using sound engineering, construction and maintenance techniques and practices, strictly as described herein and in the location shown herein, and so as not to impede, impair, obstruct, damage or interfere with drainage facilities or other facilities, structures or improvements within and along the easement area or the use of the Easement for public purposes.
4. **Permits, Approvals, and Compliance with Regulations**. Landowner shall apply for and obtain, at its sole cost and expense, all necessary federal, state, local and homeowners’ association permits necessary to construct and maintain the Improvements, prior to undertaking any work.
5. **Term and Termination**.
 - a. This Agreement shall remain in effect until terminated by either party.
 - b. Either party may terminate this Agreement for any reason with 7 days written notice. Notwithstanding the foregoing, the District may remove the Improvements and any other encroachments immediately in the event of an emergency situation, and the District shall have no obligation to repair or restore the Improvements.
 - c. Upon termination of this Agreement, the District may record a Notice of Termination of Easement Encroachment Agreement in the official records of the Clerk of the Circuit Court of Hillsborough County.
 - d. At the termination of this Agreement, at the Landowner’s sole cost and expense, the

Landowner shall remove the Improvements and restore the Encroachment Area to the condition that existed before the Improvements were installed. If the Landowner does not remove the Improvements and restore the Encroachment Area to the condition that existed before the Improvements were installed by the last day of this Agreement, the District may remove the Improvements and restore the Encroachment Area to the condition that existed before the Improvements were installed, and the Landowner shall repay the District for all costs and expenses incurred by the District.

6. **Indemnification.** Landowner agrees to indemnify, defend and hold the District, its Board of Supervisors and its members, employees, agents and assigns harmless for: (1) any liability which may be incurred as a result of the approval, preparation and execution of this Agreement; (2) any damage to the Improvements caused by the District or its agents; (3) any damage to the Easement or to any District or Hillsborough County improvements or structures located within the Easement; and (4) any claims for injury to any person or damages to any property because of the Improvements.
7. **Insurance.** Throughout the term of this Agreement, the Landowner shall maintain liability insurance covering any injuries or damages that may occur as a result the Improvements.
8. **Covenants Run with the Land.** The provisions of this Agreement shall be deemed covenants running with the title to the Property and shall be binding on and inure to the benefit of the parties and their respective successors and assigns.
9. **Governing Law and Venue.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida with venue in the county in which the District is located.
10. **Attorney's Fees.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.
11. **No Title Search.** Both parties acknowledge and agree that this Agreement was drafted at the request of the parties without the benefit of a title search.
12. **Amendments.** This Agreement may only be amended in writing by the parties.
13. **Severability.** If any one or more of the provisions of this Agreement should be held contrary to law or public policy, or should for any reason whatsoever be held invalid or unenforceable by a court of competent jurisdiction, then such provision or provisions shall be null and void and shall be deemed separate from the remaining provisions of this Agreement, which remaining provisions shall continue in full force and effect if the rights and obligations of the parties contained herein are not materially prejudiced and the intentions of the parties continue to be in existence.
14. **Arm's Length Transaction.** This Agreement has been negotiated fully between the parties as an arm's length transaction. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.
15. **Entire Agreement.** This Agreement contains the entire agreement and neither party is to rely upon any oral representations made by the other party.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

Witnesses:

**Carlton Lakes
Community Development District**

Print Name

Print Name

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

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me by means of physical presence on _____, 2024, by _____ as Chair/Vice-Chair of the Board of Supervisors of the Carlton Lakes Community Development District, on behalf of the District, who [] is personally known to me or [] has produced _____ (type of identification) as identification.

Notary Public Signature

Notary Stamp

Witnesses:

Print Name

Print Name

Name: _____
(First Homeowner)

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me by means of physical presence on _____, 2024, by _____, who [] is personally known to me or [] has produced _____ (type of identification) as identification.

Notary Public Signature

Notary Stamp

Witnesses:

Print Name

Print Name

Name: _____
(Second Homeowner, if applicable)

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me by means of physical presence on _____,
2024, by _____, who [] is personally known to me or [] has
produced _____ (type of identification) as identification.

Notary Public Signature

Notary Stamp

CARLTON LAKES FIELD INSPECTION

Thursday, February 22, 2024

Prepared For Board Of Directors

54 Issues Identified



Issue One - SouthFork Lakes Monument

Assigned To Pine Lake Nursery
Weeds throughout the beds
also would benefit from new
mulch.



Issue 2 - SouthFork Lakes Monument

Assigned To Maintenance
Recommended pressure wash-
ing monuments.



Issue 3 SouthFork Lakes Monument

Assigned To Pine Lake Nursery
Please remove all dead plant life from the bed.



Issue 4 SouthFork Lakes Monument

Assigned To Pine lake Nursery
Please remove all dead plant life from bed.



Issue 5 SouthFork Lakes Monument

Assigned To Pine Lake Nursery
Please soft edge around the whole bed.



Issue 6 SouthFork Lakes Monument

Assigned To Pine Lake Nursery
Please remove all dead plant material.
(Opposite monument)



Issue 7 Community Storage Container

Assigned To Maintenance

Storage center is vandalized
recommend pressure washing.



Issue 8 1405 Acaia Grove

Assigned To Pine Lake Nursery

Trees located right of the
house, would recommend trim-
ming them all.



Issue 9 1405 Acaia Grove Backyard

Assigned To Pine Lake Nursery
Recommend cleaning turf
around storm drains.



Issue 10 11405 Acaia Grove

Assigned To Pine Lake Nursery
Please weed out tree rings
throughout community.



Issue 11 11433 Acaia Grove

Assigned To Pine Lake Nursery
Please provide proposal for Top
Choice throughout the commu-
nity.



Issue 12 11427 Acaia Grove

Assigned To District Engineer
Noticeable dip in pocket field.



Issue 13

Assigned To Pine Lake Nursery
Please hard edge all pocket fields.



Issue 14 11214 Leland Groves

Assigned To Maintenance
Recommend removing post from pocket field.



Issue 15 11314 Leland Groves

Assigned To Pine lake Nursery
Please soft edge all posts and signs.



Issue 16 14106 Poke Ridge

Assigned To Pine Lake Nursery
Demoss all trees throughout the community.



Issue 17 14106 Poke Ridge

Assigned To Pine Lake Nursery
Noticeable dead patches
throughout the pocket field.



Issue 18 14112 Poke Ridge

Assigned To Maintenance
Recommend painting all curbs
for pocket fields.



Issue 19 14109 Poke Ridge

Assigned To District Manager
Noticed chipping on lights
throughout the community.



Issue 20 14107 Poke Ridge

Assigned To District Manager
Recommend pressure washing
sidewalks around all pocket
fields.



Issue 21 11302 Leland Groves

Assigned To Maintenance

Leaning sign needs to be reset.



Issue 22 10988 Carlton Fields

Assigned To Pine Lake Nursery

Please remove overgrown and vegetation.



Issue 23 10988 Carlton Fields

Assigned To First Choice
Aquatics

Algae present in pond.



Issue 24 10988 Carlton Fields

Assigned To District Manager
Noticed trash and debris in
conservation area.



Issue 25 10988 Carlton Fields

Assigned To District Engineer
Major erosion on the banks.



Issue 26 11002 Leland Groves

Assigned To First Choice
Aquatics

Recommend treating submerged grass coming onto the bank.



Issue 27 11002 Leland Groves

Assigned To District Manager
The cutback is now complete.



Issue 28 11002 Leland Groves

Assigned To District Engineer
Recommend reviewing structure.



Issue 29 : 11002 Leland Groves

Assigned To Pine Lake Nursery
Please remove vegetation.



Issue 30 Mail Kiosks

Assigned To Maintenance
Recommend pressure washing
kiosk in community.



Issue 31 : 14213 Arbor Pines

Assigned To Pine Lake Nursery
Leaning tree , please reset.



Issue 32 SouthFork Lakes Monument

Assigned To Pine Lake Nursery
Please provide proposal for missing plants.



Issue 33 SouthFork Lakes Monument Arbor Pines Entrance

Assigned To Pine lake Nursery
Please provide proposals for missing plants.



Issue 34 SouthFork Lakes Monument

Assigned To Pine lake Nursery
Please provide new mulch to all beds throughout the community to cover drip lines.



Issue 35 Community Shrub Balm Road

Assigned To Pine Lake Nursery
Pine lake nursery will be removing dead plant life each visit.



Issue 36 Clubhouse Sidewalks

Assigned To Inframark
Sidewalk grinds on CDD property have been taken care of.



Issue 37 Clubhouse

Assigned To Maintenance

Noticeable rust recommend sanding and repainting.



Issue 38 Clubhouse

Assigned To Pine Lake Nursery

Please make a complete path for water run off.



Issue 39 Clubhouse

Assigned To District Manager
Structure crack should be sealed and repaired.



Issue 40 Clubhouse Game Room

Assigned To Maintenance
Please clean floors throughout clubhouse.



Issue 41 Clubhouse

Assigned To Maintenance

Recommend pressure washing the entirety of the clubhouse.



Issue 42 Clubhouse

Assigned To Maintenance

Shower stays on when used, recommend replacing valve.



Issue 43 Clubhouse

Assigned To District Manager
Trees are not doing well, Pine lake has tested soil , Awaiting results.



Issue 44 Clubhouse

Assigned To District Manager
Recommend complete removal of grill.



Issue 45 Clubhouse Playground

Assigned To District Manager
Recommend having a safety inspector come out and give a full scope of what needs to be addressed to make this playground accessible.



Issue 46 Clubhouse Playground

Assigned To Pine Lake Nursery
Recommend adding mulch to the whole playground bed.



Issue 47 Clubhouse Playground

Assigned To Pine lake Nursery
Please remove post from
healthy standing tree.



Issue 48 Clubhouse

Assigned To Pine Lake Nursery
Please edge around all bike
racks.



Issue 49 Clubhouse Patio

Assigned To Maintenance

Please add covers for all outlets located around the clubhouse.



Issue 50 Lake Bench

Assigned To Maintenance

Bench Was not properly installed should be redone.



Issue 51 Clubhouse Pool Deck

Assigned To Maintenance

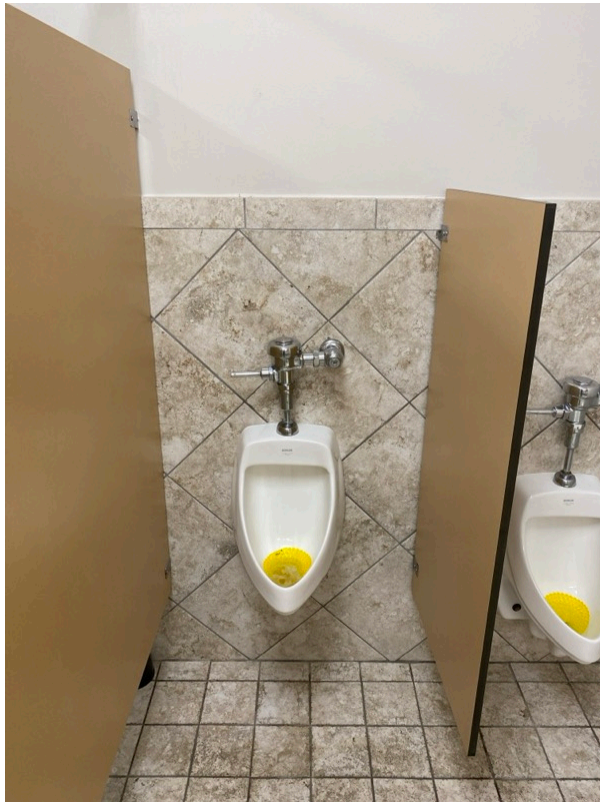
Please get fire extinguisher glass replaced as well as the sign.



Issue 52 Clubhouse Gym

Assigned To Maintenance

Recommend painting door.



Issue 53 Clubhouse Men's Bathroom

Assigned To Maintenance

Recommended getting the urinal looked at and or replaced. Currently does not function.



Issue 54 Clubhouse Community Board

Assigned To Maintenance

Please replace community board.

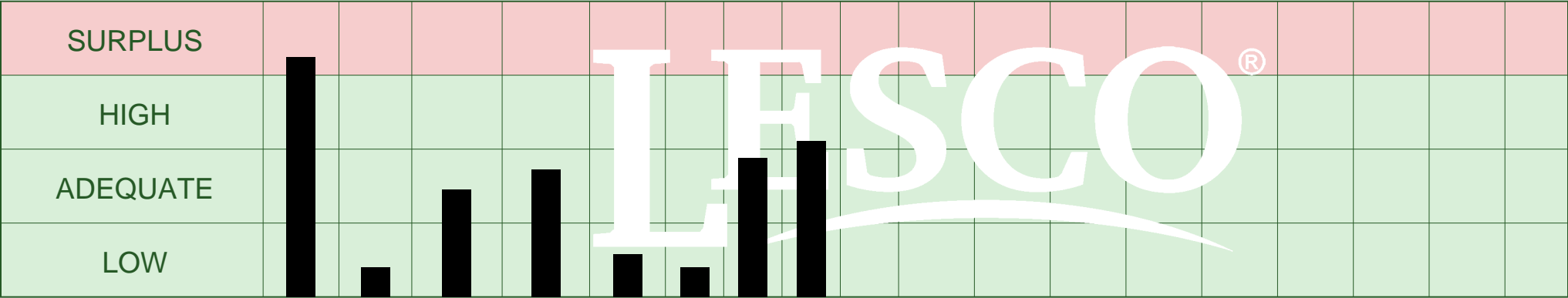
REPORT TO: 11007
SITEONE LANDSCAPE
9810 E BROADWAY
TAMPA, FL 33619

TURF AND ORNAMENTAL
SOIL TEST AND RECOMMENDATION REPORT
SUBMITTED BY/FOR: LADYBUG PEST
1417179
02/13/2024

Spectrum Analytic
1087 Jamison Road NW
Washington Court House, OH 43160-8748
www.spectrumanalytic.com

Line Number	RESULTS OF ANALYSIS							CALCULATED VALUES					RESULTS OF ANALYSIS									
	LAB NO	Soil pH	Buffer pH	Pounds per Acre Available Nutrient				CEC	% Base Saturation				Pounds per Acre Available Nutrient								Soluble Salts mmhos/cm	O.M. %
				P	K	Ca	Mg		K	Ca	Mg	Na	S	B	Cu	Fe	Mn	Zn	Na			
1	J25237	8.0		214	20	3282	478	7.9	0.3	78	22											
2																						
3																						
4																						
5																						
6																						
7																						
8																						
9																						
10																						
11	AVERAGE RESULTS																					

DISPLAY OF AVERAGE RESULTS



Line Number	SAMPLE INFORMATION					FERTILIZER RECOMMENDATIONS IN LBS PER 1000 SQ FT											
	SAMPLE IDENTIFICATION	PLANT TYPE	AREA TYPE	MAINT LEVEL	LIME	Type	NITROGEN	Freq	P2O5	K2O	Mg	Fe	Mn	Zn			
1	SF1	ORNAMENTALS (MIX)	LANDSCAPE	MED.	0		2.50 - 4.00	S	0.00	4.00	0.00						
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11	RECOMMENDATIONS FOR AVERAGE RESULTS																

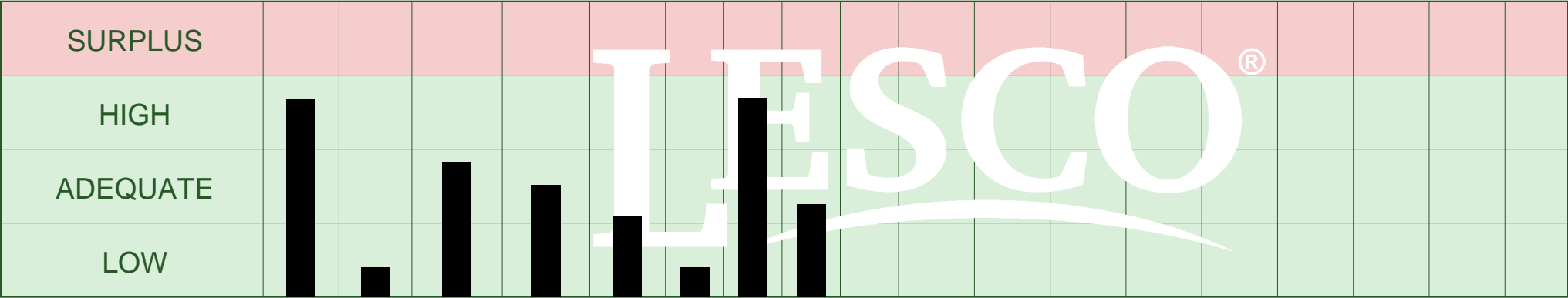
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Line Number	RESULTS OF ANALYSIS							CALCULATED VALUES				RESULTS OF ANALYSIS										
	LAB NO	Soil pH	Buffer pH	Pounds per Acre Available Nutrient				CEC	% Base Saturation				Pounds per Acre Available Nutrient								Soluble Salts mmhos/cm	O.M. %
				P	K	Ca	Mg		K	Ca	Mg	Na	S	B	Cu	Fe	Mn	Zn	Na			
1	J25238	7.4		166	44	5140	382	11.1	0.4	87	13											
2																						
3																						
4																						
5																						
6																						
7																						
8																						
9																						
10																						
11	AVERAGE RESULTS																					

DISPLAY OF AVERAGE RESULTS



Line Number	SAMPLE INFORMATION				FERTILIZER RECOMMENDATIONS IN LBS PER 1000 SQ FT										
	SAMPLE IDENTIFICATION	PLANT TYPE	AREA TYPE	MAINT LEVEL	LIME	Type	NITROGEN	Freq	P2O5	K2O	Mg	Fe	Mn	Zn	
1	SF2	ORNAMENTALS (MIX)	LANDSCAPE	MED.	0		2.50 - 4.00	S	0.25	4.00	0.00				
2															
3															
4															
5															
6															
7															
8															
9															
10															
11	RECOMMENDATIONS FOR AVERAGE RESULTS														

Terry,

Good afternoon. Please see the attachments regarding the soil test results for Carlton Lakes. Both samples analyzed show low levels of potassium which is normal for Florida soils. We will add higher rates of potassium to the areas tested going forward. The bigger issue I see from these results is the pH. The Ixora and Crotons cannot survive in soil with the current pH. Additionally, there is nothing that we can do to lower this pH permanently unless the soil is removed and Comand compost is installed. Please see the attached UF publication SL256 page 2 – “Lowering the pH of Alkaline Soils”. Sulfur is typically used to adjust high pH soils. We will use a sulfur coated nitrogen source in these areas going forward.

Let me know if you have any questions.

Thank you,

Marc

Marc Vasher

Ladybug365.com

800-813-5032



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***Ixora* for South Florida¹**

Gail Keeler, Kim Gabel, Rick Schoellhorn²

Introduction



Figure 1. *Ixora*.

Ixora, like other acid-loving plants such as hibiscus, gardenia, citrus, and *Allamanda*, can be an attractive landscape plant, but there are a few requirements you need to know to keep *Ixora* healthy and flowering in your yard. All acid-loving plants will require more fertilization management than plants that are adapted to growing in alkaline soils. Mostly this involves being aware of the pH (or acidity) of the soil you are planting in. **A pH of around 5 is good for *Ixora*; this pH is slightly lower than for most landscape plants.** Avoid planting *Ixora* or any acid-loving plant close to your concrete foundation, and screen soil in planting areas for any concrete

fragments that may cause soil pH to be too high for good plant growth.

When grown under proper conditions, *Ixora* has dark green glossy leaves and colorful flower clusters that bloom year round. *Ixora* is a woody shrub, perennial in zones 10 and 11, and is used as an annual in northern regions. Some varieties have pinkish-red, yellow, or white flowers. Depending on the cultivar, this low-growing evergreen shrub can grow between 3 and 8 feet tall.

Ixora can be used for hedges, specimen plants, or can be grown in large planter boxes. It likes full sun but will tolerate light shade. It has medium salt tolerance. Do not overwater.

Pruning

An annual pruning is usually best to keep your *Ixora* flowering. Try to avoid repeatedly shearing off the tips of the branches, as this kind of pruning removes emerging flower buds so you won't get as many flowers. Any major pruning to shape plants should be done in early spring as plants begin to send out new growth.

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1. This document is publication ENH 955, one of a series of the Environmental Horticulture department, Florida Cooperative Extension Service, Institute of Food and Agricultural Sciences, University of Florida. Published November 2003. Please visit the EDIS website at <http://edis.ifas.ufl.edu>.
 2. Gail Keeler, Specialist, Extension Projects, UF/IFAS Monroe County Extension; Kim Gabel, Environmental Horticulture Agent II, UF/IFAS Monroe County Extension; Rick Schoellhorn, Floriculture Specialist, UF/IFAS Environmental Horticulture Department, Gainesville, FL.

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Figure 2. *Ixora* flower.

Planting

Screen native soil of rocks by putting it through half-inch by half-inch hardware cloth. Mix up to 1/3 organic matter such as compost, peat moss, or composted manure into the native soil when planting *Ixora*. Organic matter helps to lower soil pH. Using topsoil exclusively may make it difficult for roots to penetrate the native soil as they grow. Do not plant under an overhang or near downspouts, as rain run-off will damage the plants. It is also a good idea to avoid planting *Ixora* next to concrete walkways or foundations, as concrete surfaces have a very high pH and this can cause problems with *Ixora* growth and flowering. Do not use pea rock as mulch. *Ixora* needs a well-drained site. Apply 3 inches of organic mulch, keeping it away from the trunk.

Fertilization

Ixora grown in alkaline soil is very prone to iron and manganese deficiencies. The symptoms appear on the new foliage as leaves turn yellow or begin yellowing between the leaf veins while the veins remain green. As symptoms continue, leaves may become smaller and the buds may die. Although chelated iron and manganese can be applied to the soil as granular fertilizer, high soil pH prevents most of it from being taken up by the plant. Liquid micronutrients sprayed on the foliage work best for treating the problem. Apply these materials according to the manufacturers' recommendations (mixing with distilled water or rainwater). Protect white surfaces, such as concrete, as the fertilizer will stain them

yellow. Adding organic mulches, applying soil sulfur at recommended rates, and using acidic fertilizers are all ways to help lower high pH.

Insect Pests

The most common pests of *Ixora* are aphids, scale insects, and mealy bugs. Sooty mold, a black fungus that grows on the excrement of these bugs, can follow. Control of the pests will solve the sooty mold problem. Try using horticultural oil spray to control the insects. Apply weekly for five weeks and you should see improvement. Follow manufacturer's directions. Oil spray is best applied late in the day to reduce damage to leaves by sunburn. Try a small test area first. Nematodes can also be a problem. Mulch around the plant, not coming right up against the trunk, to deter these microscopic soil worms.

Propagation

Ixora can be propagated by tip cuttings of both tender tips and semi-hardwood growth. Take 4- to 6-inch pieces and plant in a well-drained growth medium. Using a rooting hormone can help speed rooting. Keep lightly watered for four to six weeks until they become rooted.

Cultivars

The most common species grown in Florida is *Ixora coccinea*, which produces a yellowish-orange flower, but many species and cultivars should be available at your local nurseries. Popular *Ixora* varieties include:

- *Ixora* X 'Nora Grant' - red flowers
- *Ixora casei* 'Super King' - large red flowers
- *Ixora* X 'Angela Busman' - rose flowers
- *Ixora* X 'Maui' - orange flowers
- *Ixora* X 'Prince of Orange' - orange flowers
- *Ixora chinensis* 'Fraseri' - orange-rose flowers
- *Ixora chinensis* 'Singapore Yellow' - yellow flowers

- *Ixora X 'Frances Perry'* - yellow flowers
- *Ixora X 'Herrera's White'* - white flowers

Dwarf cultivars are also available in orange, pink, red, and yellow.

If you have good luck with *Ixora* you may also want to try growing pentas and *Rondeletia*, which are also members of the same plant family (*Rubiaceae*) and perform well throughout south Florida. Other members of this family of plants include:

coffee - *Coffea arabica*

gardenia - *Gardenia species*

Mexican fire bush - *Hamelia patens*

firecracker vine - *Manettia rubra*

false poinsettia - *Mussaenda species*

wild coffee - *Psychotria species*

panama rose - *Rondeletia splendens*

bush pentas - *Rondeletia leucophylla*

Soil pH and the Home Landscape or Garden ¹

Amy L. Shober, Christine Wiese, Geoffrey C. Denny, and Rao Mylavarapu²

This publication explains soil pH and provides strategies for Master Gardeners and homeowners to make the most of the pH in the home landscape or garden. Soil pH is a measure of the acidity or alkalinity of the soil. On the pH scale, a value of 7 is neutral, pH values less than 7 are acidic, and pH values greater than 7 are alkaline. (Soils may be referred to as sour [acidic] or sweet [alkaline]. However, this classification method is now obsolete, and we strongly advise against tasting the soil to determine soil pH.) Homeowners and gardeners alike are interested in soil pH because soil pH directly affects the growth and quality of many landscape plants by influencing (1) the chemical form of many elements in the soil and (2) soil microbial processes. For example, landscape plants may exhibit nutrient deficiency or toxicity symptoms as a result of highly acidic or alkaline soil pH. In acidic soils, the availability of plant nutrients such as potassium (K), calcium (Ca), and magnesium (Mg) is reduced, while availability of potentially toxic elements such as aluminum (Al), iron (Fe), and zinc (Zn) are increased. In alkaline soils, iron, manganese (Mn), zinc, and boron (B) are commonly deficient. Soil pH can also affect soil bacterial and fungal activity, enhancing or inhibiting the development of soil-borne plant diseases or how efficiently microbes function as decomposing organisms.

The median soil pH for Florida soils is 6.1, which is characterized as slightly acidic. However, Florida soils can

vary widely in pH, depending on the “parent material” from which the soil formed or on the management of the soil. For example, soils formed under pine flatwoods can be quite acidic. In contrast, soils formed from calcium carbonate-bearing materials like limestone, marl, or seashells are alkaline. Alkaline conditions are common in coastal soils and the mineral soils of south Florida. It is also common to encounter alkaline soils in the home landscape as a result of calcium carbonate-rich building materials (i.e., concrete, stucco, etc.) that may be left in the soil following construction.

Determining Soil pH

Soil pH can be determined by sending a soil sample to a reputable lab such as the UF/IFAS Extension Soil Testing Laboratory (<http://soilslab.ifas.ufl.edu>). Some UF/IFAS Extension offices also offer soil pH testing; locate your local UF/IFAS Extension office at <http://solutionsforyourlife.ufl.edu/map/>. (See EDIS SL281/SS494: *Soil Sampling and Testing for the Home Landscape* at <http://edis.ifas.ufl.edu/ss494> for information about how to properly take a soil sample). Once you receive the results of a soil pH test, you can determine which plants are best suited for your soil. From a plant nutrition standpoint, strongly alkaline conditions are a greater problem than strongly acidic conditions in Florida landscapes.

1. This document is SL 256, one of a series of the Soil and Water Science Department, UF/IFAS Extension. Original publication date January 2008. Revised July 2011. Reviewed July 2018. Visit the EDIS website at <http://edis.ifas.ufl.edu>. This fact sheet has been adapted by Amy L. Shober for use in Delaware, and is available at: <https://www.udel.edu/academics/colleges/canr/cooperative-extension/fact-sheets/delaware-gardeners-guide-to-soil-ph/>
2. Amy L. Shober, former associate professor, Center for Landscape Conservation and Ecology, Department of Soil and Water Sciences, UF/IFAS Gulf Coast Research and Education Center; Christine Wiese, assistant editor, Restoration and Plant Ecology Lab, Environmental Horticulture Department; Geoffrey C. Denny, former assistant professor, Environmental Horticulture Department, UF/IFAS GCREC; and Rao Mylavarapu, professor and soil & nutrient management specialist, Department of Soil and Water Sciences, and director, UF/IFAS ANSERV Laboratories; UF/IFAS Extension, Gainesville, FL 32611.

All chemicals should be used in accordance with directions on the manufacturer's label.

The Institute of Food and Agricultural Sciences (IFAS) is an Equal Opportunity Institution authorized to provide research, educational information and other services only to individuals and institutions that function with non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations. For more information on obtaining other UF/IFAS Extension publications, contact your county's UF/IFAS Extension office.

U.S. Department of Agriculture, UF/IFAS Extension Service, University of Florida, IFAS, Florida A & M University Cooperative Extension Program, and Boards of County Commissioners Cooperating. Nick T. Place, dean for UF/IFAS Extension.

Most common landscape plants are well suited to a wide soil pH range. For example, popular woody shrubs and trees (e.g., pittosporum, viburnum, oak, and pine) grow well in acidic to moderately alkaline soils. In addition, several common home lawn grasses can tolerate wide ranges in soil pH. The best pH range for vegetable and flower gardens on sandy soil is 5.8 to 6.3. If your soil pH is between 5.5 and 7.0, there is no need to adjust pH. However, there are a few acid-loving plants like azalea, blueberry, and gardenia that do not grow well in soils with pH greater than 5.5. *The Florida-Friendly Landscaping™ Guide to Plant Selection & Design* provides information about the soil pH tolerance of many landscape plants well suited to Florida growing conditions. *The Florida-Friendly Landscaping™ Guide to Plant Selection & Design* is available at http://fyn.ifas.ufl.edu/pdf/FYN_Plant_Selection_Guide_v090110.pdf or from your local UF/IFAS Extension office.

Changing Soil pH

The best advice about dealing with soil pH is to choose landscape plants suited for the natural pH of your landscape soil. While some soil additives can raise or lower the pH of soils, the effects of these materials are often short-lived. In addition, if your soil pH is within 0.5 of a pH unit of the ideal range, adjusting the pH will probably not improve plant performance. However, if you want to try to change your soil's natural pH to grow a specific plant, you have the following options.

Raising the pH of Acidic Soils

To raise the pH of acidic soils, add a liming material like calcium carbonate or dolomite. Dolomite has the added benefit of supplying Mg, which is often deficient in Florida soils. Have your soil tested before applying any liming materials because many of Florida's natural and urban soils have an alkaline pH. If a soil pH test indicates that your soil is acidic, it is important to test for the lime requirement before applying any liming materials to the soil. The lime requirement test measures your soil's natural ability to resist (buffer) changes in pH. This test is part of the standard landscape and garden soil test offered by the UF/IFAS Extension Soil Testing Laboratory. Results of this test will indicate the amount of agricultural limestone you should apply to a specific area to reach a target pH.

For lime to be effective, it should be thoroughly mixed into the top 6 to 8 inches of soil. Mixing is easily accomplished prior to planting a garden or landscape. If applying lime to established landscapes or turf, incorporation can damage plant roots. In established landscapes, lime can

be surface-applied and watered in, but take care not to overwater (e.g., no more than 0.5 inches of water over the treated area). Also, when applying lime to established areas (such as turf), choose non-caustic liming materials (e.g., ag lime vs. calcium oxide [CaO]). If the recommended lime rate exceeds 25 lb per 1000 square feet (0.5 tons per acre), splitting the application and applying the liming materials over a period of 3 to 4 weeks will reduce the chances for plant-related issues.

Lowering the pH of Alkaline Soils

Unlike liming, lowering the pH of strongly alkaline soils is much more difficult if not impossible. In fact, there is no way to permanently lower the pH of soils formed from high Ca materials, such as marl or limestone, or soils severely impacted by alkaline construction materials. In these circumstances, it is best to select plants that are tolerant of high pH conditions to avoid chronic plant nutrition problems.

Soil pH can be temporarily lowered by adding elemental sulfur. Bacteria in the soil change elemental sulfur into sulfuric acid, effectively neutralizing soil alkalinity. However, the effect of elemental sulfur is localized to the area that was amended, and the effect is temporary. Soil pH will begin to rise shortly after soil bacteria exhaust the added sulfur supply. This effect prompts repeated applications of sulfur to ensure that the soil remains at the desired pH. Using sulfur to amend a soil is complicated. Adding sulfur at high rates or applying it too frequently can damage your plants. If you decide to apply sulfur, be sure to look for signs of plant response after the application.

Depending on the measured and desired soil pH, elemental sulfur should be added to sandy soils at a rate of 4 to 19 lbs of sulfur per 1000 square feet (Table 1). Note that lowering soil pH below 5.0 is not recommended because of the potential for Al toxicity. Also, to avoid burning plants, add no more than 14 lbs of sulfur per 1000 square feet of soil in a single application to bare soils. Prior to plant installation, sulfur can be incorporated directly into the entire planting bed to the depth of the root zone of the plants to be established.

When applying sulfur to planted areas, no more than 7 lbs of sulfur should be applied per 1000 square feet to avoid burning plants. A partial root zone treatment can be used to apply powdered or granular sulfur to areas that are already planted. This practice allows the sulfur to lower the pH in the root zone quickly and be of more benefit to the existing plants. To use the partial root zone treatment, remove soil

in the root zone of existing plant material and set it aside. Incorporate sulfur into the excavated soil at the appropriate rate to achieve the desired soil pH (Table 1). Refill the hole with amended soil.

Other soil amendments, such as ammonium sulfate, iron sulfate, and aluminum sulfate, can also be used to lower soil pH. These amendments are often included in so-called “acid-forming fertilizers” commonly applied to azalea. However, not all sulfate materials (e.g., calcium sulfate [gypsum], magnesium sulfate [Epsom salt], and potassium sulfate) will acidify soil. Alternatively, organic materials like peat or animal manure also counter the effects of alkaline soil pH on some landscape plants. Since these materials decompose with time, annual or semiannual applications are usually required.

Summary

Always consider the pH of your soil when selecting new plant material for your home landscape or garden. Take action to correct soil pH only when it is substantially higher or lower than the desired pH for the plants you are growing. To avoid damage to your landscape plants, always have your soil tested for pH and lime requirement (if soil pH is acidic) before adding lime or sulfur to the soil. Finally, if you are interested in growing specific plants that are not suited for your soil pH, consider growing them in pots, where you are able to amend small volumes of soil to reach the desired pH.

Reference

Kissel, D. E., and L. Sonon (eds.). (2008). *Soil Test Handbook for Georgia*. Athens: University of Georgia. <http://aesl.ces.uga.edu/publications/soil/STHandbook.pdf> (February 2014).

Table 1. Reducing soil pH with sulfur in sandy soils (Adapted from Kissel and Sonon (2008)).

	Desired Soil pH		
	5.0	5.5	6.0
Initial Soil pH	Sulfur* Required: lbs per 1000 square feet		
5.0	0	--	--
5.5	4	0	--
6.0	8	4	0
6.5	12	8	4
7.0	15	12	8
7.5	19	15	12
* To convert to aluminum sulfate multiply the amount of element sulfur × 6.			



Carlton Lakes Top Choice Revised 2-16-24

Date 2/16/2024

Customer Rick Reidt | Inframark | 2005 Pan Am Circle, Suite 300 | Tampa, FL 33607

Property Carlton Lakes CDD | 11404 Carlton Fields Drive | Riverview, FL 33579

Pine Lake Services, LLC 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.

Top Choice application to walking areas and clubhouse. See Map for coverage areas. Sidewalk areas will be treated out to 10'.



Top Choice Application

Top Choice

Items	Quantity	Unit	Price
Top Choice Ant Treatment	1.00	ea	\$3,570.00
Top Choice:			\$3,570.00
PROJECT TOTAL:			\$3,570.00

Terms & Conditions

Terms & Conditions

Payment Terms

- Any proposal exceeding \$5,000 for an enhancement to a Maintenance property, a 50% deposit will be required upon acceptance to schedule job. The remaining 50% balance will be due upon completion of job.
- Payments made via credit card will be accepted up to \$4,750 and will include an additional 3% credit card fee.
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Ex c l u s i o n s

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- Removal of base material and/or aggregate material within all landscape planting areas, sod areas and other green space areas that impedes or impacts proper planting of plant material and sod.
- Soil replacement where base material and/or aggregate material was removed for proper planting
- Drainage: Should the Client's property be the lowest elevation in relation to surrounding property or buildings, the Contractor reserves the right to retain an expert to evaluate and propose drainage solutions. All costs for engineering services, as well as the actual drainage work will be at the Client's expense. Unless the Client has a detailed Topographical survey completed, the above clause may come into effect.
- Soil, Sod and/or Mulch quantities are estimates only. They do not account for disturbed construction areas or other fluctuations. Invoices will reflect actual quantities used at proposed price per unit.
- Conduit and connections for electrical, gas, and all other utilities and services
- Site Unknowns: Including, but not limited to, sub-surface conditions/obstacles that create unforeseen labor, equipment, material, or disposal charges
- MOT for temporary traffic control
- Any Irrigation or utility trenching thru roads, road base, concrete, or rock will incur additional costs
- Any cutting or repairing of any hard surface such as asphalt, concrete, pavers or curbs for irrigation or landscape
- We need 72 hours' notice prior to road base material or concrete work is installed so that sleeves and/or road bores are installed
- Backflow Connection
- Water source for irrigation is based on specifications at the dedicated meter of the location marked on irrigation plan sheet. If a different location of the dedicated water source is established during construction a change order will be entered into to adjust for the costs associated with the new route for mainline and connections.
- Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.
- Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:
- Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded.
- Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.
- Existing tree preservation, barricading, pruning, root pruning, or inventory
- Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work
- Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors
- Warranty on transplanted plant material from the project site
- Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

Procedure for Extra Work, Changes and Escalation

- If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, or specifications for any part of the project or reasons over which we have no control, or we are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Customer will pay to the Contractor a fee for such changed or extra Work calculated

on a time and materials basis. All changes to Work or pricing or the terms of this Agreement will be read and understood within the context and meanings of this Agreement unless stated explicitly to the contrary.

- Change Order: The quantities or specifications of material as outlined in the Proposal could be adjusted at any time with approval in the form of a signed Change Order. Change Orders will be executed using current market prices

Escalation Clause

- In the event of significant delay or price increase of material, equipment, or energy occurring during the performance of the contract through no fault of the Construction Manager, the Contract Sum, time of completion or contract requirements shall be equitably adjusted by Change Order in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment, or energy will be considered significant when the price of an item increases 5 percent between the date of this Contract and the date of installation

Warranty and Tolerances

- Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work
- Diligence: The Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that its work will be of proper and professional quality, and in full conformity with the requirements of the contract
- Competence: The Contractor warrants that it is competent to perform the Work and that it has the necessary qualifications including knowledge and skill with the ability to use them effectively.
- Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site, and to secure additional required site information from appropriate government and other authorities.
- Damaged Utilities: Should damage occur to utilities during construction, the Contractor is only liable for the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities
- Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client
- Damage to installed material (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor
- Damage due to pest infestation is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest control would fall under that contract and would be subject to those warranty parameters.
- Damage due to improper watering after final acceptance will not be replaced at the cost of the Contractor

**Material
Tolerance**

- Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping.
- Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone
- Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation
- Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.
- Warranty Time Period: The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system
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- Use of Client Selected and Approved Substandard Materials: Client recognized and agrees that if the Client has chosen and approved the use of substandard materials for any application that the one-year warranty will be void or otherwise limited in writing on those items so impacted but will remain in effect for all other elements of the project not impacted directly or indirectly by use of substandard materials. the Contractor will notify in writing to the Client any material that the Client has selected that would negatively impact the one-year warranty of the Contractor – prior to purchasing and/or installing such materials
- Material Grades: The Client recognizes that all materials come in a range of grades of quality and finishes, and that natural materials are not perfect. Natural wood has knots, and other natural materials have variability in color due to a wide range of factors, and that sample while useful in material selection decision-making, cannot be expected to accurately represent the total completed installation. The Contractor shall endeavor to enable the Client to see or understand the representative range of color, texture, and related of all materials installed on a project, however, acceptable Florida Grades and Standards will be used for the final selection of those materials. Once the selection has been approved by the Client, the Client will be responsible for all costs associated with changing any given material should the Client change their mind during or after material is purchased or installed.
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By 
 Terry McLane

By _____
 Rick Reidt

Date

2/16/2024

Pine Lake Services, LLC

Date

Inframark



Proposal #3415

OTC Treatments March 24

Date 3/4/2024

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

Property Carlton Lakes CDD | 11404 Carlton Fields Drive | Riverview, FL 33579

Terry McLane 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 terry@pinelakenurseryinc.com or 727-423-7664

March 24 OTC treatment.

OTC

OTC March 24

Items	Quantity	Unit	Price
		OTC March 24:	\$250.00
PROJECT TOTAL:			\$250.00

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By 

Terry McLane
Date 3/4/2024

Pine Lake Services, LLC

By _____
Teresa Farlow
Date _____
Carlton Lakes CDD



Crosscreek Environmental Inc.

111 61st Street East
Palmetto, FL 34221

Estimate

Date	Estimate #
2/20/2024	11309

Name / Address
Carlton Lakes CDD 313 Campus St. Celebration, FL 34747 Kristee Cole

Description	Qty	Rate	Total
Pond west of Leland Groves Dr Repair of outfall weir on west shoreline of pond. Repair to be temporary in order to get through rainy season until full scale repair can be made. Scope Includes: * Removal of all vegetation obstructing water flow * Removal of excessive rip rap on pond side of structure * Filling and compacting of voids with fill dirt and turf reinforcement matting * Addition of more rip rap to bottom of weir to help disperse water during high flow events * Addition of Bahia sod to the slopes to help prevent erosion	1	3,340.00	3,340.00
Pond NW of Carlton Fields Dr Stabilization of pond shoreline along road side of pond. Eroded areas to be filled with compacted fill dirt and covered with turf reinforcement matting and Bahia sod.	1	2,430.00	2,430.00
30% deposit due prior to commencement of work. Amount to be deducted from final invoice.			
Please sign and return if accepted		Total	\$5,770.00

Phone # (941) 479-7811

Fax # (941) 479-7812

admin@crosscreekenv.com

www.crosscreekenvironmental.com

REQUEST FOR QUALIFICATIONS FOR DISTRICT ENGINEERING SERVICES CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

The Carlton Lakes Community Development District (“District”), located in Hillsborough County, Florida, announces that professional engineering services will be required on a continuing basis in connection with the operation of the District’s capital improvement plan, as provided for under Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and provide District engineering services, as required.

Any firm or individual (“Applicant”) desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement (“Qualification Statement”) of its qualifications and past experience. Among other things, Applicants must submit information relating to: (a) the ability and adequacy of the Applicant’s professional personnel; (b) the Applicant’s willingness to meet time and budget requirements; (c) the Applicant’s past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience in the area; (d) the geographic location of the Applicant’s headquarters and offices; (e) the current and projected workloads of the Applicant; (f) the volume of work previously awarded to the Applicant by the District and (g) proposed billing structure (i.e. fixed fee or hourly rate). The Applicant will be required to attend, in person, the monthly meetings of the Board of Supervisors.

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“CCNA”). All applicants interested must submit one (1) electronic and one (1) hard copy of the Qualification Statement by **4:00 PM EST, Wednesday, March 27, 2024**, to the attention of Kathryn C. Hopkinson, District Counsel, c/o Straley Robin Vericker, 1510 W. Cleveland St., Tampa, FL 33606.

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with District Counsel, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with District Counsel, must be filed in writing, within seventy-two (72) hours after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneously with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00). Additional information and requirements regarding protests are set forth in the District’s Rules of Procedure, which are available from the District Manager.

Any and all questions relative to this request for qualifications shall be directed in writing by email only to Kathryn C. Hopkinson, District Counsel at khopkinson@srvlegal.com

Kathryn C. Hopkinson, District Counsel

Run Date: ____

**CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT
DISTRICT ENGINEER PROPOSALS
COMPETITIVE SELECTION CRITERIA**

1) Ability and Adequacy of Professional Personnel (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance (Weight: 25 Points)

Past performance for other community development districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) Geographic Location (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements (Weight: 20 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Recent, Current and Projected Workloads (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

6) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.



Crosscreek Environmental Inc.

111 61st Street East
Palmetto, FL 34221
admin@crosscreekenv.com

Estimate

Date	Estimate #
2/20/2024	11308

Name / Address
Carlton Lakes CDD 313 Campus St. Celebration, FL 34747 Kristee Cole

* Estimate is good for 30 days.

Description
Monthly stormwater pond maintenance of nuisance and exotic vegetation located within perimeter of the seven (7) ponds onsite. Treatments to occur once a month for a total of twelve (12) visits per year.
Maintenance services to include the following: * Algae control * Floating vegetation control * Shoreline vegetation control * Submersed vegetation control * Aquatics consulting * Management reporting * Littoral shelf maintenance * Lifetime warranty on all erosion control work as long as Crosscreek Environmental is the onsite vendor.
Total maintenance cost = \$590/Month (\$7,080 annually)
If the customer is not satisfied with the aquatic service provided, and the state of the aquatic management area declines due to Crosscreek Environmental Inc. negligence, the customer has full right to cancel the service with no less than 45 days written notice to Crosscreek Environmental Inc.
Please sign and return if accepted

Totally blu H2O
813-788-7665
5254 6th Street
Zephyrhills, FL 33542

Prepared For	Proposal Date	Proposal Number
Carlton Lakes CDD	02/24/2024	0000887
11404 Carlton Fields Dr		
Riverview 33579		

Pricing

Description	Rate	Qty	Line Total
To service pool 3 times per week all chemicals Wednesday Chemical Only	\$1,700.00	1	\$1,700.00
	\$0.00	1	\$0.00
Subtotal			1,700.00
Tax			0.00
Proposal Total (USD)			\$1,700.00

Notes

We do not charge for service calls to diagnose issues, we are CPO, CPC certified. We can also resurface pools, re do decks and any repairs on equipment.

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT CALLING FOR A GENERAL ELECTION TO BE HELD BY THE HILLSBOROUGH COUNTY SUPERVISOR OF ELECTIONS IN CONJUNCTION WITH THE GENERAL ELECTION TO BE HELD IN NOVEMBER 2024.

WHEREAS, the Carlton Lakes Community Development District ("**District**") is a local unit of special-purpose government established by Hillsborough County, Florida (the "**County**");

WHEREAS, pursuant to Section 190.006(1), Florida Statutes the District Board of Supervisors consists of five members; and

WHEREAS, Section 190.006(3), Florida Statutes provides for the election of members to specific terms and seat numbers for the District Board of Supervisors and currently calls for the election of **two (2)** members of the Board of Supervisors of the District for seat numbers and length of terms thereof:

Seat No. 1, Currently held by Freddy Barton
Seat No. 2, Currently held by Rena Vance

Length of term: Four years
Length of term: Four years

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

Section 1. General Election. There is hereby called an election in the County to be held concurrent with the General Election on the first Tuesday of November, which is November 5, 2024, for the purpose of having all of the qualified electors residing within the boundaries of the District to determine **two (2) qualified electors** to serve on the Board of Supervisors of the District.

Section 2. Qualifying Period. The period of qualifying as a candidate for a supervisor to the District shall be from 12:00 PM EST, June 10, 2024, through 12:00 PM EST, June 14, 2024, pursuant to Section 99.061, Florida Statutes. This Resolution shall serve as the District's notice of the qualifying period, pursuant to Section 190.006(3), Florida Statutes. Interested candidates should contact the Supervisor of Election for the County for further information.

Section 3. Conduction and Procedure of Election.

- a. The election shall be conducted according to the requirements of general law and law governing special district elections.
- b. The election shall be held at the precinct polling places designated by the Supervisor of Elections in the County.
- c. The polls shall be opened and closed as provided by law, including, but not limited to Section 100.011, Florida Statutes.

- d. The ballot shall contain the names of the candidates to be voted upon, pursuant to Section 101.151, Florida Statutes.
- e. The Department of State shall make out a notice stating what offices are to be filled at the general election, pursuant to Section 100.021 Florida Statutes.

Section 4. Election Costs. The District shall be responsible for paying the District's proportionate share of the regular election costs, if any, pursuant to Section 100.011, Florida Statutes.

Section 5. Effective Date and Transmittal. This Resolution shall become effective upon its passage and the District's Secretary is authorized to transmit a copy of this Resolution to the Supervisor of Elections of the County.

This Resolution is duly passed and adopted this 7th day of March, 2024.

ATTEST:

**CARLTON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Name: _____
Title: Secretary/Assistant Secretary

Name: Freddy Barton
Title: Chair of the Board of Supervisors

ITZ Electric Corp
13205 Shadberry Lane
Hudson, FL 34667

FL LIC# EC13011807 (516)967-0093 itzelectric@earthlink.net

Estimate

Date	Estimate #
3/5/2024	20241

Name / Address
Carlton Lake CDD 11404 Carlton Fields Dr. Riverview, FL 33579

			Project
Description	Qty	Hourly Rate	Total
Labor rate to complete the following: Repair or replace light fixtures that are damaged or not working. Troubleshoot and repair wiring and/or fixtures as per requested areas around the property. Replace faulty GFCI Receptacles and covers as needed. Replace Photocells and check for proper operation. Remove motion sensor at pool foyer.		115.00	115.00
**Material to be supplied by management unless otherwise approved.		0.00	0.00
		Total	\$115.00

Property Towing and Impound Authorization Agreement

This Property Towing and Impound Authorization Agreement (hereinafter the “**Agreement**”) is entered into on the _____ day of March, 2024, by and between Target Recovery Towing Inc., whose address is 3800 N. Florida Avenue, Tampa, Florida 33603 (hereinafter the “**Contractor**”) and the Carlton Lakes Community Development District., whose mailing address is c/o Inframark, 210 North University Drive, Suite 702, Coral Springs, Florida 34747 (hereinafter the “**District**”), the parties do hereby agree as follows:

1. In accordance with the provisions of this Agreement, Contractor shall remove vehicles from the property (“**Property**”) below:

PROPERTY NAME: Carlton Lakes Community Development District Amenity Center

ADDRESS: 11404 Carlton Fields Drive, Riverview, FL 33579

DISTRICT PROPERTY SUBJECT TO TOWING: District clubhouse/amenity center parking lot area and immediate surrounding portion of the Property common areas and drive entrances, located within the District at the address shown for the Property in this Section.

2. The District authorizes Contractor, including its employees and agents, to patrol and roam the Property, and tow any vehicles or vessels in violation (or upon request) during the times specified below, in accordance with this Agreement. The following persons are designated as authorized agents of the District who are exclusively authorized to direct Contractor to remove vehicles from the Property:
 - a. The District Manager;
 - b. The Chair of the Board of Supervisors, or such other member of the Board as designated by the Board in writing from time to time.
3. The District hereby grants Contractor the non-exclusive right to access the Property to remove any vehicle improperly parked on District Property. “**District Property**” means and includes the District clubhouse/amenity center parking lot area and the immediate surrounding portion of the Property common areas and drive entrances. The District hereby authorizes the Contractor to remove any vehicle or vessel from District Property for the following violations and other violations as determined by the District’s authorized representative from time to time:

Any vehicle or vessel parked on the District Property overnight is in violation of the District’s parking policy. No vehicles shall be towed during the hours that the amenity center gym is open (The amenity center gym hours are 6:00 a.m. to 9:00 p.m., 7 days a week). Vehicles that are in violation of the District’s Parking and Towing Policy (the “**Parking and Towing Policy**” attached hereto as **Exhibit “A”**) shall be towed.

4. Contractor shall submit a report of all overnight towing activity to the District Manager by 9:00 a.m. the next morning.

{00107611.DOCX/}

5. Contractor shall perform all towing and impound services in accordance with the Parking and Towing Policy, Florida Statute § 715.07 and § 713.78 and any and all applicable federal, state, and local laws and ordinances (collectively, “**Towing Regulations**”). Contractor is exclusively responsible for complying with Fla. Stat. 715.07 and § 713.78 and all Towing Regulations. Contractor is solely and exclusively responsible for notifying the appropriate law enforcement agencies regarding the removal and/or impoundment of any vehicles or vessels pursuant to this Agreement.
6. Contractor shall receive payment for towing and impound services solely from the vehicle owner in accordance with Towing Regulations. The District shall not be responsible for or liable to Contractor for any costs, expenses, fees, or charges incurred or imposed by Contractor arising from or relating to any services performed pursuant to this Agreement.
7. This Agreement will be in effect 24 hours per day, 365 days per year. This Agreement shall remain in force for a term of one (1) calendar year from date of signing, unless sooner terminated as provided herein. Either party may terminate this Agreement with or without cause upon 30 days’ written notice to the other party. This Agreement shall automatically renew for an additional one (1) year term unless terminated as provided herein.
8. All notices to either party to this Agreement shall be sent to the party’s address provided herein by U.S. Mail and Certified Mail, Return Receipt Requested. Notices shall be deemed received upon the earlier of written confirmation of receipt or three (3) days after deposit in the mail.
9. This Agreement shall be interpreted in accordance with Florida law. Venue shall be in Hillsborough County. In the event of any litigation to enforce this Agreement or any of the terms herein, the prevailing party shall be entitled to recover their reasonable attorney’s fees and costs from the non-prevailing party.
10. This Agreement constitutes the full and complete agreement between the Parties with respect to this matter and there are no agreements or understandings between the Parties except as provided herein. This Agreement may not be changed orally but only by a written instrument signed by both parties.
11. The Contractor shall comply with necessary economic, operational, safety, insurance, and other compliance requirements imposed by federal, state, county, municipal or regulatory bodies, relating to the contemplated operations and services hereunder.
12. The Contractor shall carry commercial general liability insurance of no less than \$1,000,000. The Contractor shall deliver to the District proof of insurance referred to herein or a certificate evidencing the coverage provided pursuant to this Agreement and naming the District as “Additional Insured” under such policy. Such insurance policy may not be canceled without a thirty-day written notice to the District. The Contractor will maintain Workers Compensation insurance as required by law.

13. Contractor agrees to indemnify, defend and hold the District and its supervisors, officers, managers, agents and employees harmless from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising as a result of the negligence of the Contractor, including litigation or any appellate proceedings with respect thereto. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the Districts limitations on liability contained in section 768.28, Florida Statutes, or other statute or law. Any subcontractor retained by the Contractor shall acknowledge the same in writing. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
14. As required under Section 119.0701, Florida Statutes, Contractor shall (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DISTRICT MANAGER KRISTEE COLE AT (813) 382-7355 OR BY EMAIL AT KRISTEE.COLE@INFRAMARK.COM OR BY REGULAR MAIL AT 210 NORTH UNIVERSITY DRIVE, SUITE 702, CORAL SPRINGS, FL 33071.

15. E-Verify Requirement. Pursuant to Section 448.095(2), Florida Statutes,
- Contractor represents that Contractor is eligible to contract with the District and is currently in compliance, and will remain in compliance for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
 - If the District has a good faith belief that the Contractor has knowingly violated Section 448.09(1), Florida Statutes, the District shall terminate this Agreement as required by Section 448.095(2)(c), Florida Statutes. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes,

but the Contractor otherwise complied with its obligations thereunder, the District shall promptly notify the Contractor and the Contractor will immediately terminate its contract with the subcontractor.

- c. If this Agreement is terminated in accordance with this section, then the Contractor will be liable for any additional costs incurred by the District.

IN WITNESS WHEREOF and intending to be legally bound, the parties have executed this Agreement.

**Target Recovery Towing Inc., a Florida
corporation**

**Carlton Lakes
Community Development District**

Name: _____
Title: Manager

Name: Freddy Barton
Title: Chair of the Board of Supervisors



www.myusafence.com

Carlton Lakes Community Development District



Proposal for Amenity Management Services

March 5, 2024



OUR MISSION:

TO BE THE **PARTNER AND PROTECTOR**
OF THE **MOST CRITICAL RESOURCE**
THAT HELPS **COMMUNITIES PROSPER**

March 1, 2024

Re: Proposal for Amenities Management for Carlton Lakes Community Development District

Dear Board of Supervisors,

Inframark is thrilled and honored to present a proposal for Onsite Amenity services, complete with pricing details and a comprehensive scope of services tailored specifically for the Carlton Lakes Community Development District.

Our Mission is: “To be the Partner and Protector of the Most Critical Resource that helps Communities Prosper.” We do this through our **3 Principles of Pure Partnership:**

Our unwavering confidence in our team and our capacity to surpass our clients' expectations is founded on several key principles, including:

PURE PARTNERSHIP



Pure Alignment

We connect with clients on their terms, on a foundation of clarity, trust and mutual understanding. We make their goals our goals, tailoring the right mix of skills and resources to every project.



Pure Accessibility

We are open and transparent with our clients and each other. We make information and insights easy to see, understand and share. We're always available and open to share our skills, ideas and thinking.



Pure Accountability

We hold ourselves accountable to our clients, through continuous measurement and improvement, to our environment, through rigorous compliance, and to each other, through ongoing safety, training and professional development.

- **Expertise:**

- Delivering Amenity and District Management Services for over four decades.
- Extensive service provision to over 200 CDDs and HOAs across the state.
- Offering a comprehensive suite of services tailored to communities with amenities like those of Highlands CDD.
- Proven track record in providing onsite amenity services to numerous clients in Florida and Texas.
- Regular monthly benchmark training sessions to foster a sense of belonging among onsite staff, facilitate idea exchange across communities, and identify resources for delivering exceptional service.

- **Collaboration Model:**

- Our commitment to serving your community involves a proficient team, comprising your onsite personnel, a District Manager for operational oversight and a Field Director for recruitment, and staffing.

- **Infrastructure:**

- A dedicated team of Health, Safety, and Environmental (HSE) professionals.
- Comprehensive internal IT support and infrastructure, ensuring the safeguarding of servers and data through backups stored across various Inframark offices statewide and nationwide, mitigating risks posed by severe weather events.
- Expert HR professionals available to aid in recruitment, employee retention strategies, appreciation initiatives, bonus plans, and more, ensuring a supportive and rewarding work environment.

We eagerly await your feedback on our proposal and are excited to engage in further discussions regarding these plans, as well as your vision for the advancement of your community.

Respectfully,

A handwritten signature in dark ink, appearing to read "Chris Tarase", with a long, sweeping horizontal line extending to the right.

Chris Tarase
President
Inframark - Community Management Services



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1 Executive Summary

Inframark District Management Services is delighted to present this proposal for Amenity Management services tailored to the Carlton Lakes Community Development District. With over 40 years of experience in providing Amenity and Community Management services, we are well-equipped to meet your district's requirements.

To ensure we meet the unique needs of your district, we deploy a fully empowered local management team from our nearest local in Brandon, FL and regional offices in Tampa, Wesley Chapel and Celebration, FL. This approach enables us to leverage the strength, experience, and expertise of Inframark's most experienced staff that works proactively to address the needs of your District in the most cost-effective manner possible.

Inframark specializes in providing value-added services to our clients, encompassing the following:

- **Personnel:**

- Inframark boasts one of the largest and most skilled professional teams in District Management.
- We have the flexibility to engage professionals from various disciplines to tackle specialized issues as they arise. Thus, our value-added service not only lies in the quantity of professionals we offer to your District but also in our proficiency in addressing a diverse array of complex matters.
- Your designated team possesses over 200 years of combined expertise and experience in the CDD industry.
- We will assign a dedicated team of personnel committed to delivering the highest level of customer service and support to your District.

- **Capital Project Management:**

- Inframark offers Project Management work through a Certified Project Manager (PMP) who has the knowledge and experience to manage multi-million dollar capital improvement projects for our clients.

- **Office Locations:**

- We have seven offices in the State of Florida that support our district clients. (Tampa, Brandon, Wesley Chapel, Ft. Myers, Orlando area, Jacksonville/St. Augustine, and Coral Springs).
- We have additional support team resources and management professionals based in the Tampa area as needed. Our corporate offices are in Horsham, Pennsylvania.

- **Safety:**

- Inframark is the only District management company who has a specialized team of Health, Safety and Environmental (HSE) professionals.
- Documented monthly safety training for ALL Inframark personnel.
- Disaster Preparedness Plans for staff and clients.

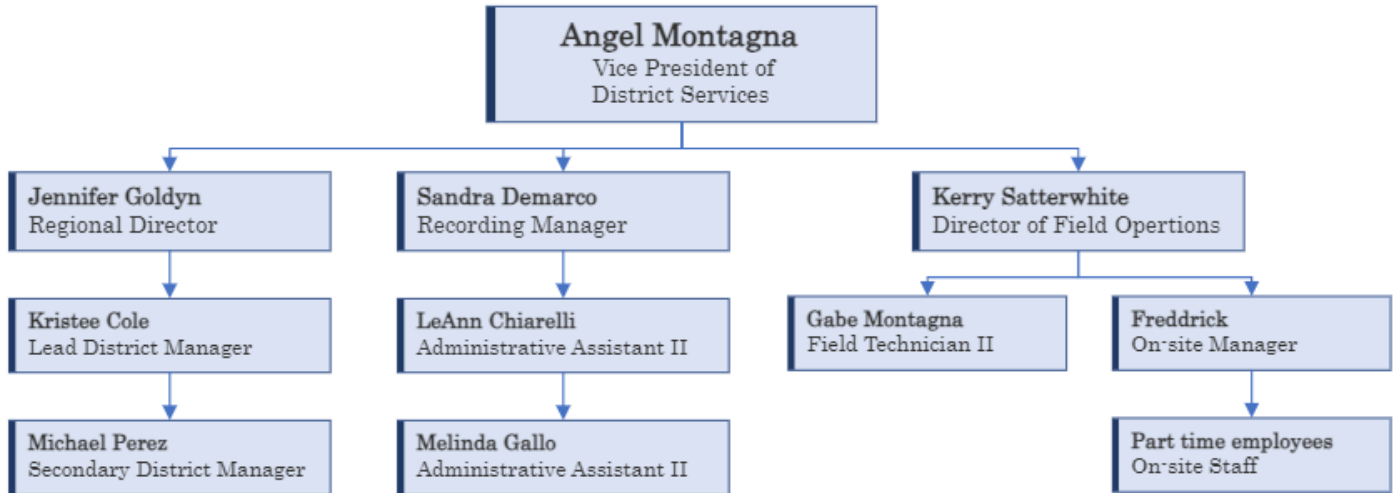
- **Human Resource Management:**

- Inframark has its own professional team of human resource professionals.
- The District Management division has a dedicated recruiter to expedite the onboarding of new employees and developing a continuous pipeline of bench strength.
- Inframark requires that all drug and background screenings meet all the applicable Federal and State requirements.
- Employees complete monthly mandatory training on a wide variety of issues including sexual harassment, anti-discrimination, ethics, customer service, safety, PPE, proper lifting techniques, active shooter and other important programs.
- Regimented performance review process.
- Spot bonus and annual merit incentives resulting in highly engaged and satisfied employees.
- Best in industry employee benefit and 401(k) program leading to highest employee retention rates in our industry.

- **Field/Amenity Services:** Inframark also provides the following field services with our own employees:

- Lifestyle and Amenity management services.
- Onsite staff management and accountability programs
- A complete range of Field Management services including vendor management, contract administration, field services reports and a full complement of maintenance services for District and Association clients.

2 Proposed Staffing Structure



The overall management support structure for the onsite project team will include the following:

- **Jennifer Goldyn, Central Regional Director.** Is a seasoned professional with a diverse skill set, especially in district and property management. Her background in both business and marketing, coupled with her experience in construction management, makes her well-equipped to handle the responsibilities of overseeing the Central Inframark team. Having managed multiple districts and possessing a real estate license further adds to her qualifications. Her role as an LCAM indicates a deep understanding of community association management, which is valuable in ensuring the team's performance aligns with the District's goals. Based in the Celebration office, she is centrally located to effectively coordinate with the team and address any issues that may arise.
- **Kristee Cole, District Manager.** Kristee brings valuable experience to her role as District Manager at Inframark. With a background as a CDD Administrative Assistant and experience in District Management, she possesses a solid foundation in community management practices. Kristee's strengths in providing exceptional service, attention to detail, and a proactive approach suggest that she is well-equipped to oversee the needs of your district. Her commitment to ensuring that the wants and needs of the community are heard indicates a customer-centric mindset, essential for fostering positive relationships and addressing concerns effectively. With her combination of experience and dedication, Kristee is to be an asset in managing and supporting your District's operations.

Inframark emphasizes innovation and flexibility as key aspects to their clients. This approach suggests a commitment to adaptability and finding creative solutions to meet client needs effectively. The use of Key Performance Indicators (KPIs) to measure the timeliness and completeness of services indicates a dedication to monitoring and improving service delivery continually. This proactive approach reflects a customer-centric mindset, focusing on delivering high-quality and timely services that meet or exceed client expectations.

Management Approach

Inframark prioritizes experience and teamwork to ensure successful performance and high-quality service delivery to communities. By leveraging the collective expertise of the entire organization, including District and onsite staff, Inframark aims to provide comprehensive support to community members. The approach of operating in teams rather than relying on a single property manager is intended to enhance efficiency and effectiveness, drawing on diverse skill sets and perspectives. This framework, built on best practices, is designed to manage the intricate details of daily district business while providing tangible support to the board and district members. Overall, this strategy reflects a commitment to excellence and customer satisfaction by optimizing resources and leveraging collective knowledge and experience within the organization.



Your Inframark Support Team assigned to your District consists of the Regional Manager, Accountants Payable Representative, and Accounts Receivables Representative, and is supported by Customer Care, Assistant District Manager, and Administrative Assistant.

The Leadership Team hosts monthly Managers Meetings and provides quarterly online benchmark meetings for Clubhouse and Amenities Managers to address special circumstances that may develop.

The entire Inframark team is focused on providing [Pure Partnership](#), making you a “customer for life” by providing sustained exemplary service through **Alignment, Accessibility and Accountability**.

Professional Staff

Inframark’s commitment to investing in our team through the ongoing training and education of our staff and paying for the certifications earned by our managers is demonstrated in our company policies, client retention rate (over 99%) and manager retention.

Inframark’s staff is rounded out by teams of customer service and administrative support personnel, all focused on effectively and efficiently meeting the needs of the District and the residents it serves.

3 Pricing & Business Considerations

Pricing Category	Proposed Pricing	Adopted 2024 Budget
Amenity Management Services		
Budgeted Personnel Includes: <ul style="list-style-type: none"> • Full-time Clubhouse Manager • Part-time Clubhouse Attendants (Up to 23 hours weekly) 	\$110,000	\$116,800
Sub Total	\$110,000	\$116,800

- Pricing is inclusive of all direct and non-direct costs as well as overhead, fees and profit.
- Pricing is good for 30 days and is contingent upon a mutually agreed scope and contract.
- Year 2 pricing would include a 4% increase to contract pricing above with Board approval.
- Year 3 pricing would include an additional 4% increase to contract pricing above with Board approval.
- These budgeted costs include all direct payroll costs associated with personnel responsible for providing service as part of this proposal including wages, benefits, taxes, worker's compensation and payroll processing.
- The Management includes the costs associated with the general oversight and staffing support.
- The staffing plan allows for time off per Inframark policy including paid sick, vacation, and personal time. This PTO will not require the Service Company to provide backfill staff during those times. Service Company would be able to provide staff at an agreed upon hourly rate.

4 Company Information

Company Name: Inframark, LLC

Headquarters: 220 Gibraltar Road, Suite 200, Horsham, PA 19044 215.283.3468

Local Office: 2654 Cypress Ridge Blvd. Suite 101, Wesley Chapel, FL 33544 813.991.1116

History of the Company: Inframark is an independent, American-owned company widely recognized as a leader in Water Infrastructure Operations and Infrastructure Management Services. From water and wastewater operations to financial and community management and specialized support services, we work side by side with our clients to achieve the highest levels of performance, safety, compliance and reliability. Aging infrastructures and workforces, increasing compliance concerns and constant cost pressures — our experts know first-hand the challenges facing today’s municipalities, municipal utility districts and industries. We recognize that no two clients are exactly alike. That’s why our service model is tailored to each client’s unique systems, cultures and resources. Grounded in years of expertise and guided by our longstanding Principles of Pure Partnership TM, our 1,500 dedicated employees put that model into action every day to deliver the critical services that help communities, companies and economies prosper — on their terms.

Inframark was formerly known as Severn Trent Services. We have over forty years of experience in providing high quality, customer focused services to community development districts throughout the State of Florida. We have also been providing local government, association management and water and sewer services to clients in the Florida, Texas and Georgia communities over the same period.

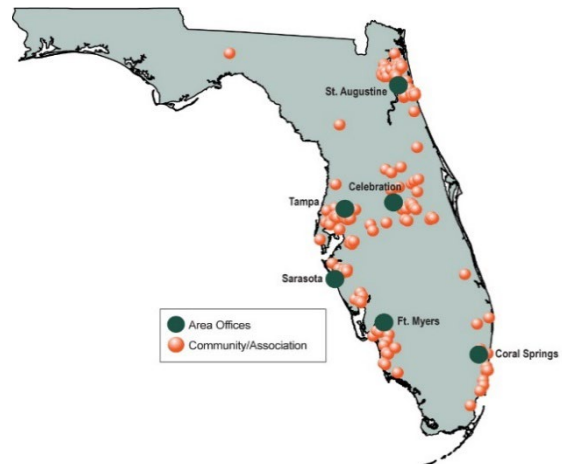
Website Address: www.inframarkims.com or www.inframark.com

Details of Business Entity: Business operates as an LLC and is owned by a Private Public Pension Equity firm who invests in long-term utility and service companies.

Date Founded: Severn Trent Environmental Services Inc. was incorporated on June 30, 1983, converted to Severn Trent Environmental Services, LLC on June 23, 2017 and renamed Inframark, LLC on December 1, 2017 after the purchase of the North American business from Severn Trent UK

Florida Office Locations:

- **Fort Myers Office – 7 people**
- **Tampa Office – 26 people**
- **Wesley Chapel Office – 24 people**
- **Celebration Office – 22 people**
- **Saint Augustine Office – 15 people**
- **Coral Springs Office – 48 people**



5 Amenities Management Experience (Similar Communities)



Fleming Island Plantation HOA and CDD

Fleming Island Plantation is a 1,580-acre, master-planned community near Orange Park, Florida which has been managed by Inframark since its inception in 2000. The community currently has approximately 2,800 residential units, 18 communities, and two primary recreational amenity facilities. The District is home to an eighteen-hole championship golf course and country club, and a Village Square with over 50 shops, restaurants and providers of medical services.

Inframark provides District Management Services, lifestyle management, as well as onsite personnel to manage the operations & maintenance of the District's property and amenities. Inframark also provides Association Management services for the Fleming Island Plantation Master Owners Association, sub-Associations and their Board of Architectural Review.

Recreational facilities here include:

- Splash Park Complex with a tower slide, a family pool, a wading pool, several interactive water features, a multi-purpose activity field, six picnic shelters, a snack bar, and a playground. The Splash Park Gathering Room is available to residents to rent for parties with a full-service kitchen and seating available for up to 100 people.
- Amenity Center Sports Complex includes a 4,500-square foot community building with a large center room with a fireplace, a kitchen, three offices, a meeting room available to rent for parties and meetings of up to 30 people, and a large, covered porch. The attendant exterior components include six lighted clay tennis courts with one stadium court, two sand volleyball lots, two lighted basketball courts, a family pool, a lap pool, an interactive splash pad, three picnic pavilions, and a playground.
- Margaret's Walk Park includes paved walkways, fountains, seating, and a wooden pier that extends out into the beautiful St. Johns River.
- Gazebo Park with amphitheater seating and rest rooms.

In recognition of the level of service Inframark provides, in 2013 Fleming Island Plantation was recognized as a "Community of Excellence" for Family Friendly Programs and Initiatives. We provide a broad array of recreational and entertainment activities where residents need not travel further than walking distance to enjoy a lifestyle rich in culture and community engagement.

Several long-standing activity groups include Book Club, Mahjong, Euchre, Game Club, ROMEO (Retired Older Men Eating Out), Juliet (Just Us Ladies Into Eating Together), and the tennis leagues. Based upon feedback from the residents, lifestyle programming and events are targeted at a variety of interests and age groups.

Below is a sampling of events and activities planned and executed by our onsite staff:

Oktoberfest	Halloween Bash	Annual Block Party
Holiday Open House	Holiday Lights Competition	Mardi Gras
Daddy/Daughter Dance	Spring Break events	Luau
Mother/Son event	Easter Eggstravaganza	Cinco De Mayo
Memorial Day Parade	Movies in the Park	Food Truck Fridays

Over the years, we have developed strong relationships with the schools in the District as well as the businesses that enable us to provide year-round programming, while connecting the residents to each other and the local businesses. One example of such a partnership is that developed with the Fleming Island High School. Their students can earn community service credit hours for helping in the production of events like the Halloween Haunted House, where their Drama Department students assist with set building and design, fulfilling character roles, and crowd management. Their Music Department assists with events such as the Holiday Open House, providing live musical entertainment from their Chorus and Jazz Band.

Another key component of our lifestyle management services is communication. We maintain the District's website, Facebook page, Twitter account and we produce the monthly newsletter. The newsletter, *FIP Living*, is generally a 30-page publication that informs the residents of upcoming community events, reminders about meetings, and pictures recounting some of the fun events in which residents have participated. While our staff develops the content, the newsletter is printed and distributed to residents' homes through a partnership with the local newspaper, the *Florida Times-Union*, free of charge to the District.

The newspaper covers the cost through their sales of family-appropriate ads included in the newsletter. Additional copies are made available at the Amenity Center and at the condominium communities in newspaper boxes.

In addition to lifestyle management, we provide three full-time onsite maintenance staff who provide pool maintenance, and routine grounds and facility maintenance.

Celebration CDD

Celebration is an innovative, real town that successfully combines architecture, education, health and technology in ways that promote a strong sense of community. Celebration, conceived as a small central Florida town with pre-1940s architecture, was developed by The Celebration Company (a subsidiary of The Walt Disney Company) in northwest Osceola County, Florida.

Inframark has provided management services for Celebration CDD (population: 8,500) since the District was established in 1994. We have been involved with the District from its inception, providing Developer Services to The Celebration Company beginning in 1993, and through the years as it has grown and evolved to its current state.

Inframark oversees the day-to-day management of the District with responsibilities that include field management, financial reporting and accounting. We are also responsible for administrative, budgetary and city clerk activities. We routinely participate in community activities including funding, labor and materials for such things as the Celebration K-8 ball field construction, annual holiday lighting at Market Square Park and other field-related enhancements outside the scope of our management contract.



The District's infrastructure includes primary and village-specific roadways and bridges, street lighting, domestic water distribution system, wastewater/sanitary sewer collection system, reuse (reclaimed) water distribution system, storm water management facilities, drainage collection systems, off-site roadways and intersection improvements, wetlands compliance and common area development.

Brighton Lakes HOA and CDD



Inframark's service to the master planned community of Brighton Lakes began 17 years ago. Inframark helps to support the CDD and its homeowners with caring personnel, to assist owners, help with community engagement and planned activities, utilizing the community's assets effectively. Inframark is focused on customer service by providing relevant and helpful information. The development of this community in Central Florida has 751 homes and an amenity center with resort style pool, fitness center and lakes. We also provide inspection services on nights and weekends monthly.

Cane Island



Inframark provides association management services and consulting to Cane Island master planned community. Cane Island is a 1,100-acre community that combines forward-thinking land planning, inspired architectural design and seasonal landscaping with exceptionally creative amenities.

Upon entry into the community, you are welcomed by a grand entrance and greeted by Cane Island's 150-year-old oak tree that has been carefully preserved. Then you will drive through the living archway that is also lit up at night. Cane Island has, an impressive Amenity Village with lakes, clubhouses, fitness center, Welcome Center, aquatic recreation facilities, Amenity Village lawn style amphitheater, outdoor cable, conservatory, and multipurpose building. Cane Island families enjoy a regular schedule of events where residents can mingle with neighbors, explore new interests or simply relax and unwind.

Bridgeland HOA



Inframark has served the Bridgeland community since 2006, beginning with initial development and growing as residents and programs are added. We have an onsite management team of 12 staff members, providing personalized service, lifestyle events and customer care. We provide a dedicated landscape coordinator and maintenance team to help preserve the beauty of the master plan.

Planned for more than 21,000 homes and 65,000 residents, the 11,400-acre Bridgeland is a true master planned community with carefully conceived distinctions. A true master-planned community has exactly that ... a master plan that serves as a blueprint for the community's construction, creating stability and predictability while allowing the developer flexibility to adapt to changing market conditions and consumer preferences over time.

Over 3,000 acres are dedicated to lakes, trails, parks and open space and amenities are a focal point of everyday life in Bridgeland. The Lakeland Activity Center covers more than six acres and offers a resort-style swimming complex, a 6,000-square-foot Community Center with fitness room, two lighted tennis courts and two shaded playgrounds. Inframark's onsite activities director oversees a diverse events calendar, from fitness classes to cooking demonstrations and more.

Listing of all Amenity clients in last 5 years:

Community
Longleaf CDD
Avelar Creek CDD
Ventana CDD
Sherwood Manor CDD
Shell Point CDD
Timber Creek CDD
Spencer Creek CDD
Brighton Lakes CDD
Celebration CDD
Enterprise CDD

Community
City of Westlake
Bridgeland
Cane Island
Meridiana
South Fork
The Woodland Hills
Tamarron
BellaVita
Spring Trails
The Lakes of Country Place

Community
Harmony CDD
Heritage Oak Park
Forest Creek CDD
Arlington Ridge CDD
Bluejack National
Grand Mission
Watergrass II CDD
Fleming Island CDD
East Shore
Beachwalk Condos of Tampa Bay

Backup plan for staffing issues:

Inframark is well equipped to handle potential staffing challenges and turnover issues that may arise due to our dedicated recruiter who solely focuses on identifying and vetting qualified candidates. Inframark keeps many of its positions posted to create bench candidates even when there are no current openings. We do this to support growth in the marketplace.

We also have additional staffing options in the area where staff could temporarily be assigned to cover in a pinch until a qualified staff member has been identified and onboarded properly.

The Regional and management support team assigned to your community would administer and support the team and plan during any down times as needed.

Escalation Procedures:

Any escalations would go to the Regional Manager, Andy Mendenhall. He would be the first point of contact and responsible for identifying the appropriate resources to assign to resolve the challenges and provide support or training to the onsite staff as needed. Those internal resources would include Human Resources, Recruiter, Assistant District Manager or District Manager, Field staff and/or our HSE team as needed. The board would also have access to the Vice President of Community Management as needed.

Disaster Contingency & Recovery:

Disaster recovery is particularly important to Inframark since the Districts we manage are in areas prone to hurricanes. Our hurricane preparedness procedure includes the following:

- Provisions for the compilation and storage of files and data required to perform critical client services
- Securing the physical office space with the protection of client files as a top priority
- Satellite phone for contingency communication with local team
- Internet and phone-based communication chains to update personnel
- The ability to shift client critical tasks and District Management services to alternate office locations both out of region and state if necessary
- Securing priority commitments from key contractors due to strong and lasting relationships

Because of the critical nature of the electronic information we manage on behalf of our clients, Inframark emphasizes system security and has disaster recovery procedures in place to minimize the impact of storms, power outages and other similar events for the districts we serve. In addition, Inframark utilizes sites certified to survive the equivalent of a Category 5 hurricane. District data is stored on servers that reside in Horsham, Pennsylvania. A full backup of all data is performed nightly and stored offsite.

Our Horsham facility is equipped with backup generator power. In addition to redundant equipment at our Houston IT center, we also have equipment co-located at other sites.

6 Partial Client List

Community	County
Coral Lakes CDD	Charlotte
Heritage Lake Park CDD	Charlotte
Riverwood CDD	Charlotte
Bonita Springs	Collier
Cedar Hammock CDD	Collier
Heritage Bay CDD	Collier
Naples Heritage CDD	Collier
Quarry CDD	Collier
Avalon West	Hernando
Four Seasons @Crystal Spring	Hernando
Southern Hills Plantation II	Hernando
Spring Ridge CDD	Hernando
Arbor Greene CDD	Hillsborough
Avelar Creek	Hillsborough
Balm Grove	Hillsborough
Belmond Reserve CDD	Hillsborough
Berry Bay	Hillsborough
Bullfrog Creek	Hillsborough
Carlton Lakes CDD	Hillsborough
Cheval West CDD	Hillsborough
Cordoba Ranch CDD	Hillsborough
Creek Preserve CDD	Hillsborough
Cypress Mill	Hillsborough
Easton Park CDD	Hillsborough
Gas Worx (Tampa)	Hillsborough
Hammocks (The) CDD	Hillsborough
Harbour Isles CDD	Hillsborough
Heritage Isles CDD	Hillsborough
La Collina	Hillsborough
Live Oak No. 1 CDD	Hillsborough
Live Oak No.2 CDD	Hillsborough
Mirabella	Hillsborough
North Park Isle	Hillsborough
Park East	Hillsborough

Community	County
Park Place	Hillsborough
Parkway Center	Hillsborough
Shell Point	Hillsborough
Sherwood Manor	Hillsborough
Simmons Village North CDD	Hillsborough
South Creek CDD	Hillsborough
South Fork CDD	Hillsborough
South Fork East CDD	Hillsborough
South Fork III	Hillsborough
Spencer Creek	Hillsborough
Summit at Fern Hill	Hillsborough
The Heights	Hillsborough
The Oaks at Shady Creek	Hillsborough
Timber Creek	Hillsborough
Touchstone	Hillsborough
TPOST CDD	Hillsborough
Two Rivers South CDD	Hillsborough
Ventana	Hillsborough
Waterchase CDD	Hillsborough
Westchase CDD	Hillsborough
Westchester	Hillsborough
Buckhead Trails CDD	Manatee
Buckhead Trails II CDD	Manatee
Forest Creek CDD	Manatee
Lexington CDD	Manatee
Parrish Plantation	Manatee
Plant City	Manatee
Saltmeadows	Manatee
Sawgrass Village CDD	Manatee
SouthBay	Manatee

Community	County
Chapel Crossings CDD	Pasco
Cobblestone	Pasco
Cypress Preserve	Pasco
Harvest Ridge	Pasco
Heritage Springs CDD	Pasco
Hillcrest Preserve (Recreate)	Pasco
Hilltop Point (Dade City)	Pasco
Lake Bernadette CDD	Pasco
Lexington Oaks CDD	Pasco
Longleaf	Pasco
Meadow Pointe CDD	Pasco
Meadow Pointe II CDD	Pasco
New River CDD	Pasco
Northridge	Pasco
Northwood	Pasco
Oak Creek CDD	Pasco
Oakstead CDD	Pasco
St Joe (Dade City)	Pasco
Suncoast	Pasco
Two Rivers East CDD	Pasco
Two Rivers North CDD	Pasco
Two Rivers West CDD	Pasco
Watergrass	Pasco
Watergrass II CDD	Pasco
West Hillcrest	Pasco
Winterhaven - Danielson	Pasco
Eastlake Oaks CDD	Pinellas
Champions Reserve	Polk
Golden Lakes CDD	Polk
West Lakeland WCD	Polk
Bobcat Trail CDD	Sarasota
Woodlands CDD	Sarasota

7 References

Highlands CDD

<https://www.highlandscdd.com>

Wimauma, FL (Hillsborough County)

Kangelia Baxter, Chairwoman

highlandsboardseat5@gmail.com

Celebration CDD

<https://www.celebrationcdd.com/>

Celebration, FL (Osceola County)

Greg Filak, Chairman

greg.filak@celebrationcdd.org

703-962-9738

Tara CDD 1

<https://www.taracdd.org>

Bradenton, FL (Manatee County)

Joe DiBartolomeo, Chairman

Seat1@TaraCDD.org

Heritage Harbour South CDD

<https://www.heritageharboursouthcdd.org>

Bradenton, FL (Manatee County)

Phil Frankel, Chairman

seat2@heritageharboursouthcdd.org

8 Insurance

Client#: 754881		WATERHOLDI2	
ACORD™		CERTIFICATE OF LIABILITY INSURANCE	
		DATE (MM/DD/YYYY) 4/13/2023	
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).</p>			
PRODUCER Marsh & McLennan Agency LLC 200 Brookstone Centre Pkwy Suite 118 Columbus, GA 31904		CONTACT NAME: Rebecca Hightower PHONE (A/C, No, Ext): 706-324-6671 FAX (A/C, No): 706-576-3507 E-MAIL ADDRESS: Rebecca.Hightower@MarshMMA.com	
INSURED Inframark, LLC 220 Gibraltar Road, Suite 200 Horsham, PA 19044		INSURER(S) AFFORDING COVERAGE	
		INSURER A: AXIS Surplus Insurance Company A XV	
		INSURER B: The Travelers Indem Co of Amer A++ XV	
		INSURER C: The Standard Fire Ins Co A++ XV	
		INSURER D: Travelers Prop Cas Co. of Amer A++ XV	
		INSURER E:	
		NAIC #	
		26620	
		25666	
		19070	
		25674	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:	
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>					
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		SP005105012022	09/01/2022	09/01/2023
					EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 Gen Agg Cap \$10,000,000 COMBINED SINGLE LIMIT (Ea accident) \$2,000,000
D	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		TC2JCAP5H60197A TJBAP5H601981	08/25/2022 08/25/2022	09/01/2023 09/01/2023
					BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		SX005106012022	09/01/2022	09/01/2023
					EACH OCCURRENCE \$8,000,000 AGGREGATE \$8,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		UB7T1748572351K UB7T1734062351R	08/25/2022 08/25/2022	09/01/2023 09/01/2023
					PER STATUTE <input checked="" type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Pollution Liab		SP005105012022	09/01/2022	09/01/2023
					\$2,000,000 Per Claim
A	Professional Lia		SP005105012022	09/01/2022	09/01/2023
					\$2,000,000 Per Claim
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Evidence of Insurance					

CERTIFICATE HOLDER	CANCELLATION
Evidence of Insurance	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: center;"><i>C. H.</i></p>

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JLMAF

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

AMENITY POLICIES & RATES

ADOPTED

DEFINITIONS

“Activities” - shall mean the use of or acceptance of the use of the Amenities, or engagement in any contest, game, function, exercise, competition, sport, event, or other activity operated, organized, arranged or sponsored by the District, its contractors or third parties authorized by the District.

“Amenities” 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 Clubhouse, Fitness Center, Outdoor Exercise Equipment Area, Swimming Pool, Dog Park, Playgrounds, Parks, and Basketball Court, together with their appurtenant facilities and areas.

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

“Amenity Policies” or “Policies” – shall mean these Amenity Policies & Rates of the Carlton Lakes Community Development District, as amended from time to time. The Board of Supervisors reserves the right to amend or modify these Policies and will notify the public of any changes by posting the revised Policies on the District’s website. The Board of Supervisors and District Staff shall have full authority to enforce the Amenity Policies.

“Annual User Fee” – shall mean the fee established by the District for any person that is not a Resident or Renter and wishes to become a Patron. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

“Basketball Court” - shall mean the basketball court located to the south of the parking lot for the Clubhouse, which is owned and maintained by the District.

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

“Clubhouse” – shall mean the amenity building commonly referred to as the Carlton Lakes Clubhouse, located at 11404 Carlton Fields Drive, Riverview, FL 33579.

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

“District Staff” – shall mean the Amenity Manager, the District Manager, and District Counsel.

“Dog Park” – shall mean the designated dog park owned and maintained by the District.

“Event Room” – shall mean the designated area in the Clubhouse that is available for holding private events subject to the terms and conditions provided herein.

“Fitness Center” – shall mean the designated exercise area in the Clubhouse including the exercise equipment.

“Guest” – shall mean any person, other than a Patron, who is expressly authorized by the District to use the Amenities or invited for a specific visit by a Patron over the age of eighteen (18) years to use the Amenities.

“Household” – shall mean those individuals residing within the immediate household of a Patron. This can consist of individuals who have not yet attained the age of eighteen (18) or individuals over the age of eighteen (18) actually residing in the household. This does not include visiting relatives or extended family not residing in the home. Proof of residency for individuals over the age of eighteen (18) years is required by driver’s license or state or federal issued form of identification. A signed affidavit of residency shall be required for individuals under the age of eighteen (18) years.

“Key Fob” – shall mean an electronic device issued to a Patron to provide access to the Amenity Facilities.

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

“Outdoor Exercise Equipment Area” – shall mean the various exercise stations located outdoors, which are owned and maintained by the District.

“Parks” – shall mean any and all designated park areas owned and maintained by the District.

“Patron” – shall mean any Resident, Renter, or Non-Resident Patron, as defined herein.

“Playgrounds” – shall mean all areas owned and maintained by the District that include any playground equipment.

“Renter” – shall mean an individual maintaining his or her residence in a home located within the District pursuant to a valid rental or lease agreement. Proof of valid rental, lease agreement, and photo identification shall be required to acquire a Key Fob.

“Resident” – shall mean any person or entity owning property within the District.

“Service Animal” – shall mean animals meeting the definition provided for under Section 413.08(1)(d), Florida Statutes (F.S.), as may be amended.

“Swimming Pool” or “Pool” – shall mean the swimming pool adjacent to the Clubhouse, including the pool deck area.

AMENITIES ACCESS AND USAGE

Only Patrons and Guests have the right to use the Amenities; provided, however, that certain community programming events may be available to the general public, where permitted by the District, and subject to payment of any applicable fees and satisfaction of any other applicable requirements, including adherence to the Amenity Policies. All persons using the Amenities do so at their own risk and agree to abide by the Amenity Policies. The District shall assume no responsibility and shall not be liable for any accidents, personal injury or death, or damage to or loss of property arising from the use of the Amenities or from the acts, omissions, or negligence of other persons using the Amenities.

Resident Access and Usage. Residents must pay Operations & Maintenance Assessments applicable to property owners within the District in accordance with the District's annual assessment resolution. Payment of Operations & Maintenance Assessments covers the Annual User Fee for such Resident and entitles the Resident to use of the Amenities for the corresponding fiscal year of the District, which year begins October 1 and ends September 30. Residents must complete the Amenities Access Registration Form, provide proof of residency (i.e., a copy of the deed) and photo identification, and pay any applicable fee before he or she receives a Key Fob.

Non-Resident Access and Usage. A Non-Resident Patron must pay the Annual User Fee in order to have the right to use the Amenities for one full year, which year begins from the date of receipt of payment by the District. The Annual User Fee must be paid in full before the Non-Resident Patron may use the Amenities. Each subsequent Annual User Fee shall be paid in full on or before the anniversary date of application. Annual User Fees may be renewed no more than thirty (30) days in advance of the date of expiration and for no more than one (1) calendar year. Multi-year memberships are not available. The Annual User Fee is nonrefundable and nontransferable. Non-Resident Patrons must complete the Amenities Access Registration Form prior to access to or use of the Amenities.

Renter's Privileges. Residents who rent or lease residential unit(s) in the District shall have the right to designate the Renter of the residential unit(s) as the beneficial users of the Resident's privileges to use the Amenities upon submission of proper written documentation as specified herein. Residents may retain their Amenities rights in lieu of granting them to their Renters. A Resident may not retain their rights to use the Amenities and grant them to a Renter at the same time for the same residential property.

1. A Renter who is designated by a Resident as the beneficial user of the Resident's rights to use the Amenities may be entitled to the same rights and privileges to use the Amenities as the Resident. A Renter will be required to complete the Amenities Access Registration Form, provide proof of residency (i.e., a copy of the lease agreement) and photo identification, and pay any applicable fee before he or she receives a Key Fob. Such Renter shall receive a Key Fob which shall expire at the end of the lease term and may be reactivated upon provision of proof of residency.
2. During the period when a Renter is designated as the beneficial user, the Resident shall not be entitled to use the Amenities.

3. Residents shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Resident owners are responsible for the department of their respective Renter.
4. Renters shall be subject to the Amenity Policies.

Guest Access and Usage. Each Patron (limited to one Patron per Household at any one time) is entitled to bring up to four (4) persons as Guests to the Amenities at one time (unless the Patron has reserved the Clubhouse). District Staff shall be authorized to verify and enforce the authorized number of Guests. A Patron over the age of eighteen (18) years must accompany Guests at all times during Guests' use of the Amenities and are responsible for any and all actions taken by such Guests. Violation of the Amenity Policies by a Guest may result in suspension or termination of the Patron's Amenities access and usage privileges. Exceeding the authorized number of Guests specified above shall be grounds for suspension or termination of a Patron's Household's Amenities access and usage privileges.

Key Fobs. Each Patron will be issued a Key Fob by District Staff upon completion of the Amenities Access Registration Form. All Patrons must have a digital photo taken by District Staff. Key Fobs will allow Patrons entry to the Amenities during regular operating hours of the Amenities.

Patron Household members that are sixteen (16) years or older may receive a Key Fob allowing access to the Amenities. All minors under sixteen (16) years of age must be accompanied by an adult eighteen (18) years or older at all times while using the Amenity Facilities. Each Patron Household will be authorized initial Key Fobs for up to four (4) Household members, two (2) of which are free of charge. A fee shall be charged for each additional Key Fob in accordance with the Amenity Rates then in effect.

Patrons must scan their Key Fobs to gain access to the Amenities. This Key Fob system provides a security and safety measure for Patrons and protects the Amenities from non-Patron entry. Under no circumstances, shall a Patron provide their Key Fob to another person, whether Patron or non-Patron, to allow access to the Amenities.

Key Fobs are the property of the District and are non-transferable except in accordance with the District's Amenity Policies. All lost or stolen Key Fobs must be reported immediately to District Staff. Applicable fees shall apply to replace any lost or stolen Key Fobs.

SMOKING, DRUGS, AND ALCOHOL

Smoking, including vapor and electric devices, is not permitted in any building, or enclosed or fenced area to the maximum extent of the prohibitions set forth in the Florida Clean Indoor Air Act or other subsequent legislation. Additionally, to the extent not prohibited by law, smoking is discouraged in the Amenities and on District-owned property. All waste must be disposed of in the appropriate receptacles. No employee or contractor of the District shall smoke in any building, or enclosed or fenced area of the Amenities. Any violation of this policy shall be reported to District Staff.

Possession, use, and/or consumption of illegal drugs or alcoholic beverages is prohibited at the Amenities and on all other District-owned property. Any person that appears to be under the influence of drugs or alcohol will be asked to leave the Amenities. Violation of this policy may result in suspension or termination of Amenities access and usage privileges and illegal drug use may be punished to the maximum extent allowed by law.

SERVICE ANIMAL POLICY

All animals, with the exception of dogs in the Dog Park and Service Animals, are not permitted within any District-owned public accommodations including, but not limited to, amenity buildings (offices, social halls and fitness center), pools, tennis courts, basketball courts, playgrounds, parking lots, open spaces and other appurtenances or related improvements. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal's work or tasks or the individual's disability prevents doing so. The District may remove the Service Animal under the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it;
- If the Service Animal is not housebroken; or,
- If the Service Animal's behavior poses a direct threat to the health and safety of others.

The District is prohibited from asking about the nature or extent of an individual's disability in order to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is a Service Animal required because of a disability and what work or tasks the animal has been trained to perform.

GENERAL AMENITY POLICIES

Hours of Operation. All hours of operation of the Amenities will be established and published by the District on its website. The District may restrict access or close some or all of the Amenities at any time due to inclement weather, for purposes of providing a community activity, for a special event, for making improvements, for conducting maintenance, or for any other purposes. Any programs or events of the District may have priority over other users of the Amenities.

Unless otherwise posted on the website, all outdoor Amenities are open only from dawn until dusk. The specific, current hours of operation for several of the Amenities, which may be amended from time to time, and which may be subject to closure for holidays and other special circumstances, are as published on the District's website. No Patron or Guest is allowed in the service areas of the Amenities.

General Usage Guidelines. Except as otherwise stated herein, the following guidelines govern the use of the Amenities, generally. Specific policies for each Amenity are outlined in the respective section for each herein.

(1) **Registration and Key Fobs.** Each Patron must scan in a Key Fob in order to access the Amenities and must have his or her assigned Key Fob available for inspection by District Staff while using the Amenities. Key Fobs are only to be used by the Patron to whom they are issued.

(2) **Attire.** With the exception of the Swimming Pool and wet areas where bathing suits are permitted, Patrons and Guests must be properly attired with shirts and shoes to use the Amenities. Bathing suits and wet feet are not allowed indoors with the exception of the bathrooms.

(3) **Food and Drink.** Food and drink will be limited to designated areas only. No glass containers of any type are permitted at any of the Amenities. All persons using any of the Amenities must keep the area clean by properly disposing of trash or debris.

(4) **Parking and Vehicles.** Vehicles must be parked in designated areas. Vehicles should not be parked on grassed areas or in any way which blocks the normal flow of traffic. During special events, alternative parking arrangements may be authorized but only as directed by District Staff. Off-road bikes/vehicles (including ATV's), and motorized scooters are prohibited on all property owned, maintained, and operated by the District or at any of the Amenities unless said vehicles are owned by the District or an authorized District contractor.

(5) **Fireworks.** Fireworks of any kind are not permitted anywhere on District-owned property.

(6) **Bicycles, Skateboards, Etc.** Bicycles, skateboards, rollerblades, and similar items are not permitted on Amenity property, which includes, but is not limited to, the Clubhouse parking lot, the Clubhouse, Swimming Pool, athletic fields, Basketball Court, Playgrounds, and sidewalks proximate to these areas.

(7) **Grills.** Personal propane barbeque grills are permitted to be used at the Parks and Swimming Pool. Patrons are responsible for properly cleaning up the area after use. No personal charcoal barbeque grills are permitted to be used at the Amenities or on any other District-owned property.

(8) **Firearms.** Firearms are not permitted in the Amenities unless the Patron or Guest is authorized to possess and carry a firearm under Florida law. Among other prohibitions, no firearms may be carried to any meeting of the District's Board of Supervisors.

(9) **Equipment.** All District equipment, furniture, and other tangible property must be returned in good condition after use. Patrons and Guests are encouraged to notify District Staff if such items are in need of repair, maintenance, or cleaning.

(10) **Littering.** Patrons and Guests are responsible for cleaning up after themselves and helping to keep the Amenities clean at all times.

(11) **Bounce Houses and Other Structures.** The installation and use of bounce houses and similar apparatus is prohibited on District property without prior approval by District Staff. Patrons desiring to install bounce houses or similar apparatus will be required to provide a certificate of liability insurance acceptable to the District prior to receiving such approval. No exceptions will be made.

(12) ***Cellular Phones.*** To prevent disturbance to others, use of cellular telephones should be limited while using the Amenities. Patrons and Guests are asked to keep their ringers turned off or on vibrate while using the Amenities.

(13) ***Excessive Noise.*** Excessive noise that will disturb other Patrons and Guests is not permitted.

(14) ***Lost or Stolen Property.*** The District is not responsible for a Patron or Guest's lost or stolen items while using the Amenities. The Amenity Manager is not permitted to hold valuables or bags for Patrons or Guests. All found items should be turned in to the Amenity Manager for storage in the lost and found. Items will be stored in the lost and found for two (2) weeks after which District Staff shall dispose of such items in such manner as determined in its sole discretion; provided, however, that District Staff shall not be permitted to keep such items personally or to give such items to anyone not otherwise claiming ownership.

(15) ***Trespassing / Loitering.*** There is no trespassing or loitering allowed at the Amenities. Any individual violating this policy may be reported to the local authorities.

(16) ***Compliance with Laws.*** All Patrons and Guests shall abide by and comply with any and all federal, state, and local laws and ordinances, as well as any District rules and policies, while present at or utilizing the Amenities, and shall ensure that any minor for whom they are responsible also complies with the same.

(17) ***Courtesy.*** Patrons and their Guests shall treat all District Staff and other Patrons and Guests with courtesy and respect.

(18) ***Emergencies.*** In the event of an injury, property damage, or other emergency, District Staff should be contacted immediately.

(19) ***False Alarms.*** Anyone improperly attempting to enter the Amenity Facilities outside of regular operating hours or without the use of a valid Key Fob and who thereby causes the security alarm to activate will be responsible for the full amount of any fee charged to the District in connection with such security alarm.

SWIMMING POOL POLICIES

(1) ***Operating Hours.*** Swimming is permitted only during designated hours, as posted at the Swimming Pool. Swimming after dusk is prohibited.

(2) ***Swim at Your Own Risk.*** All persons using the Swimming Pool do so at their own risk and must abide by all posted Swimming Pool rules and policies and the Amenity Policies.

(3) ***Supervision of Children.*** Children under the age of sixteen (16) years must be accompanied by, and supervised by, an adult at least eighteen (18) years of age at all times while using the Swimming Pool. All children five (5) years of age or younger, as well as all children who are

unable to swim by themselves, must be supervised by a responsible adult eighteen (18) years of age or older within arm's length at all times when on the pool deck or in the Pool. All children, regardless of age, using inflatable armbands (i.e., water wings) or any approved Coast Guard flotation device MUST be supervised one-on-one by an adult who is in the water and within arm's length of the child at all times.

(4) ***Aquatic Toys and Recreational Equipment.*** No flotation devices are allowed in the Pool except for water wings and swim rings used by children, under the direct supervision of an adult as specified in Section (3) above. Inflatable rafts, balls, pool floats, and other toys and equipment are prohibited at the Pool.

(5) ***Prevention of Disease.*** All swimmers must shower before initially entering the Pool. Persons with open cuts, wounds, sores or blisters, nasal or ear discharge may not use the Pool. No person should use the Pool with or if suspected of having a communicable disease which could be transmitted through the use of the Pool.

(6) ***Attire.*** Appropriate swimming attire (swimsuits) must be worn at the Pool at all times. No thongs or Brazilian bikinis are allowed. Wearing prohibited attire will result in immediate expulsion from the Pool.

(7) ***Horseplay.*** No jumping, pushing, running, wrestling, excessive splashing, sitting or standing on shoulders, spitting water, or other horseplay is allowed in the Pool or on the Pool deck area.

(8) ***Diving.*** Diving is strictly prohibited at the Pool. Back dives, back flips, back jumps, or other dangerous actions are also prohibited.

(9) ***Weather.*** The Pool will be closed during electrical storms or when rain makes it difficult to see any part of the Pool or Pool bottom clearly. The Swimming Pool will be closed at the first sound of thunder or sighting of lightning and will remain closed for thirty (30) minutes after the last sound of thunder or sighting of lightning. Everyone must leave the Pool deck immediately upon hearing thunder or sighting lightning, or when instructed to do so by District Staff.

(10) ***Pool Furniture; Reservation of Tables or Chairs.*** Tables and chairs may not be removed from the Pool deck area. Tables or chairs on the Pool deck area may not be reserved by placing towels or personal belongings on them.

(11) ***Entrances.*** Pool entrances must be kept clear at all times.

(12) ***Pollution.*** No one shall pollute the Pool. Anyone who does pollute the Pool is liable for any costs incurred in cleaning, treating, and reopening the Pool.

(13) ***Swim Diapers.*** Children under the age of three (3) years, and those who are not reliably toilet trained, must wear rubber lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste contaminating the Swimming Pool. If contamination occurs, the Pool will be shocked and closed for a period of twelve (12) hours. Patrons or Guests

not abiding by this policy shall be responsible for any costs incurred in cleaning, treating, and reopening the Pool.

(14) **Staff Only.** Only authorized District Staff and District contractors are allowed in the service and chemical storage areas. Only authorized District Staff and District contractors may operate pool equipment or use pool chemicals.

(15) **Pool Closure.** In addition to any applicable Hillsborough County and the State of Florida Health Code Standards, and as provided for herein, the Pool will be closed for the following reasons:

- During severe weather conditions (heavy rain, lightning, and thunder) and warnings, especially when visibility to the Pool bottom is compromised (Pool deck area also closed).
- For thirty (30) minutes following the last occurrence of thunder or lightning (Pool deck area also closed).
- During operational and mechanical treatments for the Pool or difficulties affecting pool water quality.
- For a period of time following any mishap that results in feces or vomit in the Pool or Pool deck area.
- Any other reason deemed to be in the best interest of the District as determined by District Staff.

(16) **Containers.** Glass containers are not permitted in the Pool or Pool deck area.

(17) **No Private Rentals.** The Pool and Pool deck area are not available for rental for private events. All Pool rules remain in full effect during the rental of other Amenity areas.

(18) **Programming.** District Staff reserves the right to authorize all programs and events, including with regard to the number of guest participants, equipment, supplies, usage, etc., conducted at the Pool, including swim lessons, aquatic/recreational programs and pool parties. Any organized events taking place at the Pool must first be approved by the District.

(19) **Pool Chair Lifts.** The District provides ADA-compliant chair lifts at the Swimming Pool for use by disabled Patrons and Guests only.

- Anyone using the Pool chair lift is encouraged to consult with their physician prior to determine if use of the chair lift and the Swimming Pool is appropriate for them.
- Pool chair lifts are designed for self-use. District Staff is not authorized to assist any Patron or Guest with use of the chair lift other than providing initial operating instructions.
- Any unauthorized use of the Pool chair lifts by a non-disabled Patron or Guest is prohibited and shall result in immediate suspension from the Amenities for a minimum period of twenty-four (24) hours.

FITNESS CENTER AND OUTDOOR EXERCISE EQUIPMENT POLICIES

- (1) ***Exercise at Your Own Risk.*** The Fitness Center and Outdoor Exercise Equipment Area is not supervised during operating hours. All Patrons and Guests are encouraged to consult their physician before beginning an exercise program and consult District Staff for questions or concerns about equipment use. All Patrons and Guests shall consult District Staff for any questions or concerns about the equipment.
- (2) ***Usage Restrictions.*** Patrons and Guests ages fourteen (14) years and older may use the Fitness Center, but they must have a Key Fob, have a signed waiver on file with the District, and be accompanied by an adult Patron eighteen (18) years of age or older. No children under the age of fourteen (14) years are allowed in the Fitness Center at any time.
- (3) ***Attire.*** Appropriate attire including shorts, shirts, and closed-toe athletic footwear must be worn at all times in the Fitness Center.
- (4) ***Food and Drink.*** No food or chewing gum is permitted in the Fitness Center. Water or other sport drinks must be contained in non-breakable spill-proof containers.
- (5) ***Noise.*** Personal music devices are permitted if used with headphones and played at a volume that does not disturb others. Cell phones should be silenced and not used while in the Fitness Center.
- (6) ***Equipment.*** Misuse or destruction of the Fitness Center equipment or the equipment in the Outdoor Exercise Equipment Area is prohibited. Weights or other fitness equipment may not be removed from the Fitness Center. Weights shall be replaced to their proper location after use. Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights. Patrons and Guests are responsible for wiping down fitness equipment after use.
- (7) ***Personal Training.*** Except as expressly authorized by the District, the provision of personal training services for fees, or solicitation of personal training services for fees, is prohibited in the Fitness Center.
- (8) ***Hand Chalk.*** Hand chalk is not permitted in the Fitness Center.
- (9) ***Personal Items.*** No bags, gear, or clothing are permitted on the floor of the Fitness Center or on the fitness equipment.
- (10) ***Courtesy.*** If another Patron or Guest is waiting, cardiovascular equipment utilization is limited to thirty (30) minutes. If a Patron or Guest is waiting for the weight equipment, individuals should allow others to “work in” between sets. All fitness equipment must be wiped down after use with the wipes and/or spray provided.
- (11) ***Maintenance.*** All concerns, equipment malfunctions, and maintenance needs should be reported to District Staff immediately.

- (12) ***Emergencies.*** All emergencies and injuries must be reported to District Staff immediately.

BASKETBALL COURT POLICIES

- (1) ***Use at Own Risk.*** Patrons and Guests may use the Basketball Court at their own risk and must comply with all posted signage. All Patrons and Guests are encouraged to consult their physician before beginning an exercise program and using the Basketball Court. The Basketball Court is not staffed by the District.
- (2) ***Hours of Operation.*** Unless otherwise posted, the Basketball Court is open from dawn until dusk.
- (3) ***Supervision of Children.*** Supervision by an adult eighteen (18) years and older is required for minors under the age of sixteen (16) years while using the Basketball Court.
- (4) ***No Reservations.*** The Basketball Court is available for use by Patrons and Guests on a first-come, first-served basis and cannot be reserved in advance. If another Patron or Guest is waiting, Basketball Court usage shall be limited to one (1) hour.
- (5) ***Attire.*** Appropriate athletic attire including shorts, shirts, and closed-toe athletic footwear must be worn at all times while using the Basketball Court. No black-soled shoes are permitted.
- (6) ***Destructive Use of Equipment Prohibited.*** Hanging on the hoops, dunking, drawing on the Basketball Court, and destructive use of the equipment is prohibited.
- (7) ***Food and Drinks.*** Food and gum are not permitted on the Basketball Court. Drinks are permitted on the Basketball Court must be in a non-breakable spill-proof container. Patrons and Guests are responsible for clean-up of any drinks brought by them to the Basketball Court. No glass containers are permitted on the Basketball Court.
- (8) ***Prohibited Equipment.*** No bicycles, scooters, skateboards, rollerblades or other similar equipment are permitted on the Basketball Court. No chairs, other than those provided by the District, are permitted on the Basketball Court.
- (9) ***Clean-up.*** Patrons and Guests are responsible for clean-up of any items brought by them to the Basketball Court.
- (10) ***Emergencies.*** All emergencies and injuries must be reported to District Staff immediately.

PLAYGROUND and PARK POLICIES

- (1) ***Use at Own Risk.*** Patrons and Guests may use the Playgrounds and Parks at their own risk and must comply with all posted signage. Playgrounds and Parks are not staffed by the District.
- (2) ***Hours of Operation.*** Unless otherwise posted, all Playground and Park hours are from dawn to dusk.
- (3) ***Supervision of Children.*** Supervision by an adult eighteen (18) years and older is required for children under the age of thirteen (13) years while using a Playground or Park. Children must remain in the sight of adult supervisor at all times. All children are expected to play cooperatively with other children.
- (4) ***Shoes/Clothing.*** Proper footwear is required and no loose clothing, especially with strings, should be worn when using Playground equipment.
- (5) ***Mulch.*** The mulch material on the Playgrounds is necessary for reducing fall impact and for good drainage. It is not to be picked up, thrown, or kicked for any reason.
- (6) ***Equipment.*** Playground equipment shall only be used for its intended purpose. Misuse or destruction of the Playground equipment or any District property in the Playgrounds or Parks is prohibited.
- (7) ***Food and Drinks.*** Food and gum are not permitted on the Playgrounds, but are permitted at the Parks. Drinks are permitted in the Parks and the Playgrounds, but not on the Playground equipment. Drinks must be in a non-breakable spill-proof container. Patrons and Guests are responsible for clean-up of any food brought by them to the Parks and any drinks brought by them to the Parks or Playgrounds. No glass containers are permitted in the Parks or Playgrounds.
- (8) ***Clean-up.*** Patrons and Guests are responsible for clean-up of any items brought by them to the Playgrounds or Parks.
- (9) ***Emergencies.*** All emergencies and injuries must be reported to District Staff immediately.

DOG PARK POLICIES

- (1) ***General.*** The Dog Park is to be used exclusively for the enjoyment of canines with their owners.
- (2) ***Use at Own Risk.*** Patrons and Guests may use the Dog Park at their own risk and must comply with all posted signage. The Dog Park is not staffed by the District. The District is not responsible for any injuries to visiting dogs, their owners, or others using the Dog Park.
- (3) ***Hours of Operation.*** The Dog Park hours are from dawn to dusk.
- (4) ***Supervision of Children.*** Supervision by an adult eighteen (18) years and older is required for children under the age of thirteen (13) years while using the Dog Park. Children must remain in the sight of adult supervisor at all times.
- (5) ***Shoes.*** Proper footwear is required for Patrons and Guests while using the Dog Park.
- (6) ***Equipment.*** Equipment in the Dog Park shall only be used for its intended purpose. Misuse or destruction of the equipment or any District property in the Dog Park is prohibited.
- (7) ***Food.*** People food is prohibited in the Dog Park.
- (8) ***Clean-up.*** Patrons and Guests are responsible for clean-up of any items brought by them to the Dog Park.
- (9) ***Glass Containers.*** No glass containers are permitted in the Dog Park.
- (10) ***Dogs and Use of Dog Park.***

- a. Patrons and Guests using the Dog Park are responsible for the actions of their dogs.
 - b. Dog feces shall be picked up and disposed of by Patron/Guest.
 - c. Dogs using the Dog Park must wear a current license tag and have a current rabies vaccination.
 - d. Dogs must be leashed when entering and leaving the Dog Park.
 - e. Patrons and Guests using the Dog Park must be present, with a leash, and in view of their dog at all times.
 - f. Dogs shall be under voice control of Patron/Guest at all times.
 - g. Aggressive dogs will not be allowed to remain in the Dog Park.
 - h. Dogs in heat are prohibited from using the Dog Park.
 - i. Dogs exceeding thirty-five (35) pounds in weight are prohibited from entering the designated "Small Dog" section of the Dog Park.
 - j. Patron/Guest shall immediately fill in any holes dug by their dog.
- (11) **Emergencies.** All emergencies and injuries must be reported to District Staff immediately.

FISHING AND POND POLICIES

Only Residents or Renters, and their respective Guests, may fish from District-owned property adjacent to District-owned ponds. Authorized users shall respect the property of the District, and others, at all times. Access to the District-owned ponds shall only be permitted through the proper access points located on District property. The ponds serve as stormwater management purposes and are not suitable for keeping or consuming caught fish. The purpose of these bodies of water is to help facilitate the District's natural water system for stormwater runoff.

- (1) Authorized users may fish from the District-owned ponds at their own risk and must comply with all posted signage. The District's ponds are not staffed by the District.
- (2) Fishing is only permitted from dawn until dusk in District-owned ponds.
- (3) The District operates under a catch-and-release policy for all fish caught in the District's ponds. Removal of fish for personal keep or consumption is not authorized.
- (4) Spearfishing or the use of spear guns, bow & arrows, or firearms are not permitted as acceptable methods to fish in the District's ponds.
- (5) Cast netting is prohibited in the District's ponds.
- (6) Removal of hooks and lures from fish should be performed in a manner that gives the fish the best chance of survival. De-hookers or needle-nose pliers shall be carried by authorized Users at all times.
- (7) Circle hooks are recommended for all live bait fishing.
- (8) In events where dangerous wildlife is "caught" by hook or lure, the line(s) should be cut at a safe distance so as to avoid possible bodily injury and harm.
- (9) The use of profanity or disruptive behavior will not be tolerated.
- (10) All trash or debris must be removed from District property and disposed of in the appropriate receptacles.

(11) Fish are not to be moved from one pond to another.

(12) Authorized users of the District-owned ponds will be responsible to obtain any permits or licenses that may be required under Florida Law to legally fish. Any monetary penalties or fees incurred by the District as a result of a user's failure to acquire such required permits or licenses will be the liability of the individual determined to be in violation.

(13) General Policies:

- a. Swimming is prohibited in all ponds on District property.
- b. No watercrafts of any kind are allowed in any of the ponds on District property.
- c. Feeding of wildlife, including alligators, is prohibited on District property.
- d. Parking along the county right-of-way or on any grassed area near the District's ponds is prohibited.
- e. All users of the District-owned ponds must be respectful of adjacent residential properties. Fishing from privately owned property within the District is not permitted unless expressly authorized by the owner of said property.

FACILITY RENTAL POLICIES

(1) ***Rentals; Patrons Only.*** For the convenience and enjoyment of Patrons, the Clubhouse is available for rental between the hours of ____:00 am and ____:00 pm by Patrons in order to use the Clubhouse on an exclusive basis for organized events. Unless otherwise directed by the District, only Patrons may rent the Clubhouse. Patrons may not rent the Clubhouse on behalf of non-Patrons. All rentals are subject to availability and the discretion of District Staff. The Pool and Pool deck areas are NOT available for rental and shall remain open to other Patrons and Guests during normal operating hours. Patrons renting the Clubhouse are permitted up to fourteen (14) Guests (per rental event, not per Patron Household) for use and access to the Swimming Pool during the designated rental period. At the conclusion of the designated rental period, the standard Guest policy shall be in effect and fully enforceable by District Staff. The standard Guest policy (four (4) persons per Patron Household) shall remain in full force and effect with respect to the Pool during private rentals during all Federal holidays, holiday weekends, and school holidays including spring break.

(2) ***Rental Reservation Process.*** Patrons interested in renting the clubhouse may reserve a desired rental date and time on a first-come, first-served basis up to four (4) months in advance of such desired rental date. To reserve a desired rental date and time (the "Rental Date"), a Patron must submit to the Amenity Manager a completed Event Room Rental Agreement (Exhibit "C") and the full amount of the Event Room Rental Deposit as specified in the Amenity Rates (Exhibit "A"). A desired Rental Date will NOT be reserved until both the completed Event Room Rental Agreement and Deposit are received by District Staff. District Staff will review the Event Room Rental Agreement and has full authority to deny the request subject to availability and in its reasonable discretion. No later than fourteen (14) days prior to the Rental Date, Patron must submit to the Amenity Manager the full amount of the Event Room Rental Fee as specified in the Amenity Rates (Exhibit "A") or Patron's Event Room Rental Deposit will be forfeited and the Rental Date will be released and made available to other Patrons. To make a reservation within fourteen (14) days of the desired rental date, Patrons must submit

to District Staff a completed Event Room Rental Agreement and the total amount of both the Event Room Rental Deposit and the Event Room Rental Fee. NO EXCEPTIONS WILL BE MADE TO THE EVENT ROOM RENTAL RESERVATION PROCESS.

(3) **Cancellations.** Cancellations must be made in writing and received by the Amenity Manager at least thirty (30) days in advance of the Rental Date in order for Patron to receive a refund of the Event Room Rental Deposit.

(4) **Deposits.** Deposits will be returned to the Patron within ten (10) days of the Rental Date provided there has been no damage to District property and the Clubhouse has been properly cleaned after use by the Patron in accordance with the terms and conditions of the Event Room Rental Agreement.

(5) **Additional Cleaning or Damage.** The District may retain all or part of any Deposit if the District determines, in its sole discretion, that it is necessary to perform additional cleaning or to repair any damages arising from the rental. Should the costs of any such cleaning or repairs exceed the Deposit, the District shall have authority to recover such costs from Patron by any means legally available and to suspend Patron's Amenities access and use privileges until such Patron pays any such amounts.

(6) **Duration of Events.** Unless otherwise authorized in writing by the District's Board of Supervisors pursuant to a special request, Event Room rentals shall take place during the specified hours and be for a maximum of () hours, inclusive of set-up and clean-up time. A maximum of one (1) additional hour for an Event Room rental may be permitted subject to the payment of an additional Event Room Rental fee as provided for in the Amenity Rates (Exhibit "A"). Under no circumstances shall an Event Room rental be permitted to end later than __:00 pm. No exceptions shall be made to allow for set-up or clean-up outside of the authorized rental period.

(7) **Noise.** The volume of any live or recorded music must not violate applicable Hillsborough County noise ordinances or unreasonably interfere with the use and enjoyment by others of their homes or the other Amenities.

(8) **Capacity.** Under no circumstances shall the capacity limit of the Clubhouse be exceeded during any rental event.

(9) **Insurance.** Additional liability insurance coverage may be required for events that the District determines in its sole discretion should require additional liability insurance. The District must be named as an additional insured on any such insurance policy in order to satisfy any such requirement for additional liability insurance.

SUSPENSION AND TERMINATION OF PRIVILEGES

(1) **General Policy.** All persons using the Amenities and entering District property are responsible for and shall comply with the Amenity Policies established for the safe operations of the Amenities. Inappropriate behavior by Patrons or Guests will not be tolerated.

(2) ***Suspension of Access and Use Privileges.*** The District, through its Board, District Manager, Amenity Manager, or District Counsel shall have the right to restrict, suspend, or terminate the Amenities privileges of any person to use the Amenities for any of the following behavior:

- a. Submits false information on any application for use of the Amenities;
- b. Permits the unauthorized use of a Key Fob;
- c. Exhibits unsatisfactory behavior, manners, or appearance;
- d. Fails to pay amounts owed to the District in a proper and timely manner;
- e. Fails to abide by any District rules or policies including, but not limited to the Amenity Policies;
- f. Treats any member of the Board, District Staff, Amenity Manager, any District contractor or other representative, or any Patron, Guest, or Resident, in an unreasonable or abusive manner;
- g. Damages or destroys District property; or
- h. Engages in conduct that is improper or likely to endanger the health, safety, or welfare of the District, or any member of the Board, District Staff, Amenity Manager, any District contractor or other representative, or any Patron, Guest, or Resident.

(3) ***Authority of District Staff and Members of the Board of Supervisors.*** District Staff or their designee, or any member of the Board of Supervisors, has the ability to remove any person from the Amenities if any of the above-referenced behaviors or actions occur or if in his/her reasonable discretion it is the District's best interest to do so. As provided for herein, District Staff may restrict or suspend for cause, including but not limited to those described above, any person's privileges to use any or all of the Amenities until the next regularly scheduled meeting of the Board of Supervisors.

(4) ***Process for Suspension or Termination of Access and Use Privileges.*** Subject to the rights of District Staff set forth in Section 3 above, the following process shall govern suspension and termination of privileges:

a. Offenses:

- i. First Offense: Verbal warning by District Staff and suspension from the Amenities for up to one (1) week from the commencement of the suspension. Violation is recorded by District Staff, signed by the individual offender(s), and held on file by the District.
- ii. Second Offense: Automatic suspension of all Amenities privileges for up to thirty (30) days from the commencement of the suspension, with the preparation by District Staff of a written report to be signed by the offender(s) and filed with the District.
- iii. Third Offense: Suspension of all Amenities privileges for up to one (1) year. Such suspension shall run to the next regular meeting of the Board of Supervisors. At said meeting, the record of all previous offenses will be presented to the Board for recommendation of termination of the offender(s) privileges for up to one (1) calendar year. The length of the suspension is in the discretion of the Board and may be for less than one (1) year.

b. Each offense shall expire one (1) year after such offense was committed, at which time the number of offenses on record for such offender(s) shall be reduced by one (1). For example, if

a first offense is committed on February 1 and a second offense on August 1, there will be two offenses on record until February 1 of the following year, at which time the first offense will expire and the second offense will thereafter be considered a first offense until it expires on the following August 1. The provisions of this Paragraph shall not at any time serve to reduce any suspensions or terminations, which may have been imposed prior to the expiration of any offenses.

c. Notwithstanding the foregoing, any time a user of the Amenities is arrested for an act committed, or allegedly committed, while on the premises of the Amenities, or violates the Amenity Policies in a manner that, in the discretion of District Staff upon consultation with one Board member, justifies suspension beyond the guidelines set forth above, such offender(s) shall have all Amenities privileges immediately suspended until the next Board of Supervisors meeting. At the Board meeting, the Board will be presented with the facts surrounding the arrest or violation and the Board may make a recommendation of suspension or termination of the offender(s) Amenities privileges, which suspension or termination may include members of the offender(s) Household and may, upon the first offense, equal to or exceed one (1) year. In particular situations that pose a long term or continuing threat to the health, safety, or welfare of the District or its Residents, Patrons, or Guests, permanent termination of Amenities privileges may be warranted and considered.

d. Any suspension or termination of Amenities privileges may be appealed to the Board of Supervisors for reversal or reduction. The Board's decision on appeal shall be final.

- (5) ***Legal Action; Criminal Prosecution.*** If any person is found to have committed any of the infractions noted in Section 2 above, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature.

USE AT OWN RISK; INDEMNIFICATION

Any Patron, Guest, or other person who participates in Activities shall do so at his or her own risk, and shall indemnify, defend, release, hold harmless, and forever discharge the District and its contractors, and the present, former, and future supervisors, staff, officers, employees, representatives, agents, and contractors of each (collectively, the "Indemnitees"), for any and all liability, claims, lawsuits, actions, suits or demands, whether known or unknown, in law or equity, by any individual of any age, or any corporation or other entity, for any and all loss, injury, damage, theft, real or personal property damage, expenses (including attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings), and harm of any kind or nature arising out of, or in connection with, the participation in any Activities by said Patron, Guest, or other person, and any of his or her Guests and any members of his or her Household.

Should any Patron, Guest, or other person bring suit against the Indemnitees in connection with any Activities or relating in any way to the Amenities, and fail to obtain judgment therein against the Indemnitees, said Patron, Guest, or other person shall be liable to the District for all attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings.

The waiver of liability contained herein does not apply to any act of intentional, willful or wanton misconduct by the Indemnitees.

SOVEREIGN IMMUNITY

Nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, F.S., or other statutes or law.

SEVERABILITY

The invalidity or unenforceability of any one or more provisions of the Amenity Policies shall not affect the validity or enforceability of the remaining provisions, or any part of the Amenity Policies not held to be invalid or unenforceable.

AMENDMENTS AND WAIVERS

The Board in its sole discretion may amend the Amenity Policies from time to time. The Board by vote at a public meeting or the District Manager may elect in its/their sole discretion at any time to grant a waiver to any of the provisions of the Amenity Policies, provided however that the Board is informed within a reasonable time of any such waiver.

The above amended Amenity Policies & Rates were adopted on November 9, 2021, by the Board of Supervisors for the Carlton Lakes Community Development District.

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amenity Rates

Exhibit B: Amenities Access Registration Form

Exhibit C: Event Room Rental Agreement

EXHIBIT A
AMENITY RATES

TYPE	RATE
Annual User Fee	\$ _____
Additional Household Member Key Fob	\$ _____
Replacement Key Fob	\$ _____
Event Room Rental Deposit	\$ _____
Event Room Rental Fee	\$ _____ for up to () hours; \$100.00 for one (1) additional hour

EXHIBIT B
AMENITIES ACCESS REGISTRATION FORM

**CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT
AMENITIES ACCESS REGISTRATION FORM**

NAME: _____

ADDRESS: _____

HOME TELEPHONE: _____ CELL PHONE: _____

EMAIL ADDRESS: _____

ADDITIONAL RESIDENT 1: _____ DOB IF UNDER 18: _____

ADDITIONAL RESIDENT 2: _____ DOB IF UNDER 18: _____

ADDITIONAL RESIDENT 3: _____ DOB IF UNDER 18: _____

ACCEPTANCE:

I acknowledge receipt of Key Fobs for the above listed residents and that the above information is true and correct. I understand that I have willingly provided all the information requested above and that it may be used by the District for various purposes. **I also understand that by providing this information that it may be accessed under Florida's public records laws.** I also understand that I am financially responsible for any damages caused by me, my Household members, or my guests and the damages resulting from the loss or theft of my or my Household members' Key Fobs. It is understood that Key Fobs are the property of the District and are non-transferable except in accordance with the District's rules, policies, and regulations. In consideration for the admittance of the above listed persons and their guests into the Amenities owned and operated by the District, I agree to hold harmless and release the District, its agents, officers, and employees from any and all liability for any injuries that might occur in conjunction with the use of any of the District's Amenity Facilities (including but not limited to: Swimming Pools, Basketball Courts, Fitness Center, Clubhouse, Dog Park, Playgrounds, Parks and other Amenities), as well as while on the District's property. Nothing herein shall be considered as a waiver of the District's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or other applicable statute.

Signature of Patron (Legal Guardian if Minor)

Date

**AFFIDAVIT OF RESIDENCY:
(REQUIRED IF LEGAL FORM OF PROOF OF RESIDENCY NOT PROVIDED)**

I hereby state that the address listed above is the bona fide residence for all residents listed in this Amenities Access Registration Form and that such address is located within the Carlton Lakes Community Development District. I acknowledge that a false statement in this affidavit may subject me to penalties for making a false statement pursuant to Section 837.06, Florida Statutes. I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

Signature of Patron

STATE OF FLORIDA
COUNTY OF _____

Acknowledged before me by means of ___ physical presence or ___ online notarization this _____ day of _____, 20____, by _____ who is () personally known to me or () has produced _____ as identification.

Notary Public, State of Florida
Print Name: _____
Commission No.: _____
My Commission Expires: _____

RECEIPT OF DISTRICT AMENITY POLICIES & RATES

I, the undersigned, hereby acknowledge that I have been provided and understand the terms set forth in the Carlton Lakes Community Development District's Amenity Policies & Rates.

Signature of Patron (Legal Guardian if Minor)

Date

GUEST POLICY:

Guest policies related to the Amenities is provided for the District's Amenity Policies & Rates.

PLEASE RETURN THIS FORM TO:

Carlton Lakes Community Development District
Attn: Fredrick Levatte, Clubhouse & Amenities Manager
11404 Carlton Fields Dr.
Riverview, FL 33579
Tel: (813) 813-404-2881
E-mail: carltonlkclubhouse@gmail.com

OFFICE USE ONLY:

Date Received

Date Entered in System

Staff Member Signature

PRIMARY RESIDENT: _____ Key Fob # _____

ADDITIONAL RESIDENT 1: _____ Key Fob # _____

ADDITIONAL RESIDENT 2: _____ Key Fob # _____

ADDITIONAL RESIDENT 3: _____ Key Fob # _____

ADDITIONAL INFORMATION:

Phase: _____ Neighborhood: _____

New Construction: _____

Re-Sale: _____ Prior Owner: _____

Rental: _____ Landlord/Owner: _____ Lease Term: _____

EXHIBIT C
EVENT ROOM RENTAL AGREEMENT

Carlton Lakes Event Room Rental Agreement

Renter's Name: _____

Address: _____

Phone Number: _____

E-mail: _____

Today's Date: _____

Event Date: _____

Type of Event: _____

Number of Guests: _____

Please note that the facility is unavailable for private events on the following holidays:

New Year's Day Easter Sunday Memorial Day Fourth of July

Labor Day Thanksgiving Christmas Eve Christmas Day New Year's Eve

Event Room may be reserved for a ()-hour window between __:00 am and __:00 pm

Time Reserved: start time: _____ end time: _____

(Time allotted includes time for set up and clean up)

_____ Rental Fee - \$ for up to () hours; \$100.00 for up to one (1) additional hour

_____ Rental Deposit - \$

Cancellation Policy: Renter agrees to give written notice of cancellation of the Event to the Carlton Lakes Clubhouse & Amenities Manager (the "Manager") at least thirty (30) days prior to the Event Date or Renter's deposit will be forfeited.

1. Upon execution of this Agreement, the Renter shall pay to the Carlton Lakes Community Development District (the "District") the full amount of the deposit set forth above. The deposit shall be refundable by the District to the Renter within ten (10) days after the Event Date, subject to the Cancellation Policy, minus any amounts deemed necessary to repair any damages inflicted upon the Event Room or other District property by Renter, Renter's guests, or anyone entering the Event Room during the Event.
2. Renter shall pay the full amount of the Rental Fee to the District at least fourteen (14) days prior to the Event. If Event runs longer than scheduled, Renter will be charged proportionally for any additional time as set forth above. Payment for any additional time shall be paid by Renter to the District on or prior to the Event Date. Under no circumstances shall an Event be permitted to end later than 9:00 pm.
3. The Renter shall have access to and use of the Event Room on the Event Date during the Time Reserved as set forth above. Renter shall use the Event Room for the sole purpose of hosting the Renter's Event described above.

4. Renter will be liable for any physical damages that the District may incur as a consequence of the actions of Renter or any of Renter's guests during the Event. Renter shall indemnify and hold harmless the District against any and all legal actions which may arise from Renter's use of the Event Room.
5. Renter further agrees and acknowledges the following terms and conditions applicable to Renter's use of the Event Room:
 - a. Renter shall present a valid Key Fob to the Manager (or Manager's designee) upon arrival at the Event Room at the time of the Event.
 - b. The Time Reserved includes time necessary for set up and clean up.
 - c. Renter shall not arrive at the Event Room earlier than the Time Reserved and shall timely depart at the end of the Time Reserved.
 - d. The Event shall not be permitted to begin until Renter signs off on the pre-Event Walkthrough Checklist.
 - e. At the conclusion of the Event, Renter shall remove all personal property and other items that were not present in the Event Room at the start of the Event.
 - f. Renter shall complete a full cleaning of the Event Room at the conclusion of the Event including, but not necessarily limited to sweeping the floor, mopping up any spills, wiping down tables and any appliances used, and bagging all trash and putting it in the dumpster or other container as specified by the Manager or Manager's staff. In addition, Renter shall return all furniture and other items in the Event Room prior to the Event to their original position.
 - g. Wet bathing suits are not permitted in the Event Room at any time.
 - h. Renter is responsible for providing all party products (i.e., tablecloths, plates, napkins, cups, etc.). The District will supply cleaning supplies and garbage bags for Renter's use.
 - i. Renter's guests under the age of sixteen (16) years must be supervised by an adult at all times.
 - j. The use of glitter, confetti, silly string, and smoke machines is not permitted in the Event Room. Lit decorative candles (other than cake candles) are not permitted in the Event Room. The use of helium balloons is permitted only if the balloons are tied to weights.
 - k. The use of tacks, adhesive putty, scotch tape, or any other similar substances that may damage the walls of the Event Room is not permitted.
 - l. The consumption of alcohol is not permitted in the Event Room.
 - m. The use of other District amenities is not included in the rental of the Event Room.
 - n. The Event Room maximum capacity limit of () must be observed at all times and will be strictly enforced.

In witness of their understanding of and agreement to the terms and conditions herein, the parties affix their signatures below.

Renter

Date

Authorized District Representative

Date

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the 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.

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, February 1, 2024, at 6:02 p.m.**, at the Carlton Lakes Clubhouse, located at 11404 Carlton Fields Drive, Riverview, FL 33579

Present and constituting a quorum were:

Rena Vance	Vice Chairperson
Elizabeth Diaz	Assistant Secretary
Nicholle Palmer	Assistant Secretary
Nicole Snelling	Assistant Secretary

Also present were:

Kristee Cole	District Manager, Inframark
Jennifer Goldyn	Regional Director, Inframark
Kathryn Hopkinson	District Counsel, Straley, Robin & Vericker
Brenden Crawford	Field Manager, Inframark
Gabe Montagna	Field Manager, Inframark
Frederick Lavette	On-Site Manager, Carlton Lakes Clubhouse
Terry McLane	Representative, PineLake Landscape

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

The meeting was called to order at 6:02 p.m. and Ms. Cole performed roll call.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Everyone participated in reciting the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Audience Comments

There were no audience members present.

FOURTH ORDER OF BUSINESS**Staff Reports****District Counsel**

Ms. Hopkins provided the Board with updates on Ethics Training, outlining options available through her office. While there is an hourly rate for her assistance, she also offered free online alternatives. The Board agreed to revisit this matter after Budget season to allocate funds for this training.

Ms. Diaz had questions regarding the Amended Inframark Contract. Ms. Hopkins indicated that the document had been forwarded to Inframark's upper management in Tampa, but intended to assess the District's stance following the implementation of the Management changes. The Board requested that Ms. Hopkins forward the Amendment to the Celebration Inframark Management team and proceed with the Contract Amendment process.

Ms. Diaz mentioned the outstanding Inframark bill from February 2022 and stated that the District does not approve the payment. Ms. Goldyn indicated this invoice will be written off.

Ms. Goldyn notified the Board of the next scheduled meeting on March 7, 2024, mentioning that an updated Inframark contract was needed, due to the current one's age. She confirmed that the numbers will stay the same, so the District will not see an increase.

District Engineer

Not present and no report.

District Manager

Ms. Cole informed the Board that she reached out to Bravo Fence, prior to the meeting, regarding the refund for their fencing project. Bravo Fence indicated that they were out of town, but funds would be issued on Monday, February 5, 2024, when they return.

Ms. Cole addressed the upcoming workshop, and the Board decided to keep the workshop date for February 15, 2024.

Ms. Cole informed the Board of an incident that occurred on Arbor Pine on January 31, 2024. The incident resulted in damage to a TECO light pole and minor landscape damage. Ms. Cole informed the Board that she has initiated the process to obtain the Police Report from Hillsborough County, which is expected to be obtained within 5 business days. Additionally, she contacted EGIS to report the accident, so the driver's insurance would cover any damages. PineLake reported a potential slight damage to the sod, and further updates will be provided accordingly.

Ms. Goldyn informed the Board that she will oversee the District during Ms. Cole's maternity leave. Additionally, she introduced a template for the Project Boards and explained that they will receive these weekly from Ms. Cole, going forward.

The Board requested that the Accounting Department be moved to the Celebration Region and asked to be provided with documentation for the Amazon purchases going forward.

Field Manager Report

Mr. Crawford introduced himself to the Board and informed them that he would be replacing Clay going forward. He educated the Board on our preferred vendor list. During this segment, Mr. Lavette stated that there was lawnmower damage to the fence, which ProFence will address. The affected area encompasses Lakes 1, 2, and the Soccer Fields. Mr. Crawford will collaborate with Mr. Lavette to oversee the project's completion.

Landscape Inspection Report

Mr. McLane informed the Board of Mr. Miranda's departure from PineLake, noting that he and Mr. Amarosa will now oversee the Community.

Upon Ms. Palmer's inquiry about the moss removal, Mr. McLane pledged to send an email to the Board and District Manager, containing a map indicating the current areas where moss has been removed. He assured the Board that the removal process would continue in the common areas.

Ms. Diaz informed Mr. McLane of trimmings left in the preserve and at the end of Carlton Lakes. Mr. McLane assured her that the trimmings would be promptly cleaned up, as they should have been dealt with at the time of cutting.

Ms. Vance addressed irrigation issues with Mr. McLane, who clarified that the District's contract does not cover repairs for broken lines under two inches. He also mentioned the replacement of a faulty clock.

There were questions about the Palm behind the monument, which seems to be in decline. Mr. McLane explained that injecting 02 fertilizer into the palm trees won't restore their health, but will only prolong their lifespan temporarily.

Ms. Vance brought up the topic of ant control and the proposal for TopChoice. Due to the proposal's cost, the Board expressed a desire to revisit it once they have a better understanding of the loan terms.

Additionally, Ms. Vance requested that PineLake provide a soil sample from the pool area where plants struggle to grow. The Board suggested mulching the area once the soil sample is obtained.

1. Consideration of PineLake Proposals

On a motion from Ms. Diaz, seconded by Ms. Palmer, the Board unanimously approved Option 2 from PineLake proposal #3268, for Walter Viburnum installation, in the amount of \$437, for the Carlton Lakes CDD.

On-Site Manager

Mr. Lavette informed the Board that he is working to get the electrical lighting for the plants in front of the Clubhouse fixed. Mr. Crawford and Mr. Lavette will obtain electrical proposals and bring them to the next meeting.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2024-03,
Re-Designating Officers**

On a motion from Ms. Diaz, seconded by Ms. Palmer, the Board unanimously adopted Resolution 2024-03, Re-Designating Officers of the District, for the Carlton Lakes CDD.

SIXTH ORDER OF BUSINESS**Consideration of Sidewalk Repair
Proposals**

The Board reviewed proposals for sidewalk grinding.

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board unanimously approved the Inframark Sidewalk Repairs proposal, with District Management to revise the proposal omitting the County sidewalk area, for the Carlton Lakes CDD.

SEVENTH ORDER OF BUSINESS**Consideration of Arbor Pine Fence
Repair Proposal**

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board accepted the Pro-Form Fence Repairs proposal, in the amount of \$7,900, once the District receives the reimbursement from Bravo Fence, for the Carlton Lakes CDD.

EIGHTH ORDER OF BUSINESS**Ratification of the Line of Credit Valley
National Bank**

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board ratified the Line of Credit from Valley National Bank, for the Carlton Lakes CDD.

NINTH ORDER OF BUSINESS**Discussion regarding Budget Savings
Review**

The Board will discuss how to move forward with the current Budget and Fiscal Year 2025 Budget at the workshop on February 15, 2024.

TENTH ORDER OF BUSINESS**Consideration of Regular Meeting
Minutes from January 4, 2024**

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board unanimously approved the Meeting Minutes from January 4, 2024, as amended, for the Carlton Lakes CDD.

ELEVENTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
September 2023 through December 2023**

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board unanimously approved the Operation & Maintenance Expenditures for September 2023 through December 2023, for the Carlton Lakes CDD.

TWELFTH ORDER OF BUSINESS

**Consideration of the December 2023
Financials & Check Register**

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board unanimously approved the December 2023 Check Register, for the Carlton Lakes CDD.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Diaz asked about the towing company that the District has contacted. Ms. Cole will provide that information to the Board via email.

Ms. Palmer would like the Loan terms and Projected Budget based on the first quarter numbers brought back to the next meeting.

Ms. Palmer requested an investigation into Budget line items exceeding 100% usage as of today. She asked for explanations to be provided to the Board at the next meeting.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Ms. Diaz, seconded by Ms. Vance, the Board unanimously approved to adjourn the meeting at 8:06 p.m., for the Carlton Lakes CDD.

Assistant Secretary

Chair / Vice Chair

MINUTES OF MEETING

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The workshop of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, February 15, 2024, at 6:07 p.m.**, at the Carlton Lakes Clubhouse, located at 11404 Carlton Fields Drive, Riverview, FL 33579

Present and constituting a quorum were:

Freddy Barton	Chairman
Rena Vance	Vice Chairperson
Elizabeth Diaz	Assistant Secretary
Nicole Snelling	Assistant Secretary

Also present were:

Kristee Cole	District Manager, Inframark
Jennifer Goldyn	Regional Director, Inframark

FIRST ORDER OF BUSINESS

Pledge of Allegiance

Everyone participated in reciting the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Call to Order and Roll Call

The workshop was called to order at 6:07 p.m. and Ms. Cole performed roll call.

THIRD ORDER OF BUSINESS

Audience Comments

There were no audience members present.

FOURTH ORDER OF BUSINESS

**Discussion regarding Fence Repairs
Proposal and Reimbursement**

Mr. Barton informed the Board that he signed off on the proposal outside of a meeting. The Board directed Ms. Cole to provide Bravo Fence a FedEx label to return the deposit checks on Friday, February 16, 2024, and stated that if it was still not received, then the Board would have to involve District Counsel.

FIFTH ORDER OF BUSINESS

**Discussion regarding the Towing
Company Contract**

Ms. Cole informed the Board that District Counsel has prepared this document for the next meeting. Additionally, the Board requested proposals for signage concerning no parking and mailbox parking only. Ms. Cole will contact District Counsel regarding ADA compliance.

SIXTH ORDER OF BUSINESS

Review of December 2023 Financial Statements

Ms. Goldyn presented the December 2023 Financial Statements to the Board.

There was a discussion regarding the Weir and Pond 7 matters. The Board directed Ms. Cole to consult District Counsel on the process for issuing an RFQ for the District Engineer at the next meeting, which will be held on April 4, 2024.

There was deliberation on a potential budget increase, and the Board expressed interest in reviewing an Amenities Contract with Inframark.

Ms. Cole brought to the Board's attention that another District was utilizing their facilities for meetings. Ms. Cole will coordinate with District Counsel to draft a document outlining procedures for regular rental, Certificate of Insurance, and rates moving forward.

There was a discussion regarding the playground and how it has been deemed unsafe for play. The Board requested that the playground be taped off for now and an official consideration of the closure of the playground at the March 2024 meeting.

SEVENTH ORDER OF BUSINESS

Review of Amortization Schedule for the Loan

The Board deliberated on the Amortization Schedule of the Loan, ultimately reaching a consensus to proceed with bi-monthly payments for the Loan.

EIGHTH ORDER OF BUSINESS

Review of April 2022 Reserve Study

Ms. Cole briefed the Board on the Reserve Study, emphasizing the necessity of a budget increase. Numerous items are approaching the end of their life expectancy and will require replacement. Additionally, a Reserve Fund for the community must be established to address potential emergencies.

NINTH ORDER OF BUSINESS

Supervisor Requests

Mr. Barton requested that the call-in information be posted on the website for the next meeting.

TENTH ORDER OF BUSINESS

Audience Comments

There were no audience comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Cole announced that if there were no additional matters for discussion, the meeting would adjourn at 8:23 p.m.

CARLTON LAKES CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
FIRST CHOICE AQUATIC WEED MANAGEMENT	92409	\$1,330.00		WATERWAY SERVICE - DECEMBER 2023 / JANUARY 2024
GOTO COMMUNICATIONS INC.	IN7102527308	\$113.54		SERVICE PLAN - 01/01/24-01/31/24
INFRAMARK LLC	108598	\$4,575.00		DISTRICT INVOICE JANUARY 2024
PINE LAKE SERVICES	3290	\$16,583.00		LANDSCAPE MAINT - JANUARY 2024
WASTE MANAGEMENT	2067 012524 ACH	\$365.14		WASTE SERVICE - FEBRUARY 2024
ZEBRA CLEANING TEAM	6736	\$1,900.00		POOL SERVICE - JANUARY 2024
Monthly Contract Subtotal		\$24,866.68		
Variable Contract				
DECISION HR	0001 011224 ACH	\$4,004.64		PAYROLL 01/12/24
ELIZABETH DIAZ	EM 010424	\$200.00		SUPERVISOR FEE - 01/04/24
FREDDY BARTON	FB 010424	\$200.00		SUPERVISOR FEE - 01/04/24
NICHOLLE D. PALMER	NP 010424	\$200.00		SUPERVISOR FEE - 01/04/24
NICOLE MICHELE SNELLING	NS 010424	\$200.00		SUPERVISOR FEE - 01/04/24
RENA DIANE VANCE	RV 010424	\$200.00		SUPERVISOR FEE - 01/04/24
Variable Contract Subtotal		\$5,004.64		
Utilities				
BOCC	9495 011224 ACH	\$878.24		WATER SERVICE - 12/11/23-01/11/24
TECO	6203 010824 ACH	\$18,209.78		BULK BILLING - ELECTRICITY SERVICE
Utilities Subtotal		\$19,088.02		
Regular Services				
CARLTON LAKES CDD	01052024-01	\$3,357.36		SERIES 2015 FY24 TAX DIST ID 655
CARLTON LAKES CDD	01052024-02	\$1,653.65		SERIES 2017 FY24 TAX DIST ID 655
CARLTON LAKES CDD	01052024-03	\$1,670.48	\$6,681.49	SERIES 2018 FY24 TAX DIST ID 655
PRO-FORM COMPANIES, INC.	2891	\$5,074.50		REPAIRS
PRO-FORM COMPANIES, INC.	2892	\$5,831.00		FENCE MAINT
PRO-FORM COMPANIES, INC.	2893	\$1,759.50	\$12,665.00	LABOR AND MATERIAL
UNITED RENTALS	6567415 123123	\$5,500.00		RENTAL FEE
Regular Services Subtotal		\$24,846.49		
Additional Services				
PINE LAKE SERVICES	3417	\$1,625.00		DEMO & PREP

CARLTON LAKES CDD
Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
PINE LAKE SERVICES	3510	\$714.00		MAINLINE REPAIR
PINE LAKE SERVICES	3511	\$3,430.40	\$5,769.40	IRRIGATION CONTROLLER REPLACE
Additional Services Subtotal		\$5,769.40		
TOTAL		\$79,575.23		

Approved (with any necessary revisions noted):

Signature: _____

Title (Check one):

☐ Chariman ☐ Vice Chariman ☐ Assistant Secretary



Job Name: _____
Customer Number: 408 Customer: FCA - CARLTON LAKES CDD
Technician: Dakota and matt
Date: 01/18/2024 Time: 12:03 PM
Customer Signature: _____

<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"/> Boat	<input type="checkbox"/> Carp observed	<input type="checkbox"/> Clear
<input type="checkbox"/> 1-2'	<input checked="" type="checkbox"/> Slight	<input type="checkbox"/> Airboat	<input type="checkbox"/> Truck	<input type="checkbox"/> Barrier Inspected	<input checked="" type="checkbox"/> Cloudy
<input type="checkbox"/> 2-4'	<input type="checkbox"/> Visible	<input type="checkbox"/> Backpack		<input type="checkbox"/> High	<input checked="" type="checkbox"/> Windy
<input type="checkbox"/> > 4'				<input checked="" type="checkbox"/> Normal	<input type="checkbox"/> Rainy
				<input type="checkbox"/> Low	

<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 type="checkbox"/> Coots	<input type="checkbox"/> Gambusia	<input type="checkbox"/> Otter	<input type="checkbox"/> _____
<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 type="checkbox"/> Ibis	<input type="checkbox"/> Turtles	

<input type="checkbox"/> Arrowhead	<input type="checkbox"/> Bulrush	<input type="checkbox"/> Golden Canna
<input type="checkbox"/> Bacopa	<input type="checkbox"/> Chara	<input type="checkbox"/> Gulf Spikerush
<input type="checkbox"/> Blue Flag Iris	<input type="checkbox"/> Cordgrass	<input type="checkbox"/> Lily

☐ Naiad ☐ _____

☐ Pickerelweed

☐ Soft Rush ☐







First Choice Aquatic Weed Management, LLC.

Lake & Wetland Customer Service Report

Job Name: _____

Customer Number: 408 Customer: FCA - CARLTON LAKES CDD

Technician: Jose

Date: 12/11/2023 Time: 03:01 PM

Customer Signature: _____

Waterway Treatment	Algae	Submersed Weeds	Grasses and brush	Floating Weeds	Blue Dye	Inspection	Request for Service	Restriction	# of days
6	x		x	x					
7	x		x						
4	x		x						
3	x		x						
2	x		x						
1	x		x						
5	x		x						
						x			

CLARITY	FLOW	METHOD	CARP PROGRAM	WATER LEVEL	WEATHER
<input checked="" type="checkbox"/> < 1'	<input type="checkbox"/> None	<input checked="" type="checkbox"/> ATV	<input type="checkbox"/> Boat	<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"/> Truck	<input type="checkbox"/> Normal	<input type="checkbox"/> Cloudy
<input type="checkbox"/> 2-4'	<input type="checkbox"/> Visible	<input type="checkbox"/> Backpack	<input type="checkbox"/> Barrier Inspected	<input checked="" type="checkbox"/> Low	<input checked="" type="checkbox"/> Windy
<input type="checkbox"/> > 4'					<input type="checkbox"/> Rainy

FISH and WILDLIFE OBSERVATIONS

<input type="checkbox"/> Alligator	<input checked="" type="checkbox"/> Catfish	<input type="checkbox"/> Gallinules	<input type="checkbox"/> Osprey	<input type="checkbox"/> Woodstork
<input type="checkbox"/> Anhinga	<input type="checkbox"/> Coots	<input type="checkbox"/> Gambusia	<input type="checkbox"/> Otter	<input type="checkbox"/> _____
<input checked="" 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 type="checkbox"/> Ibis	<input checked="" type="checkbox"/> Turtles	

NATIVE WETLAND HABITAT MAINTENANCE

<input checked="" type="checkbox"/> Arrowhead	<input type="checkbox"/> Bulrush	<input type="checkbox"/> Golden Canna
<input type="checkbox"/> Bacopa	<input type="checkbox"/> Chara	<input type="checkbox"/> Gulf Spikerush
<input type="checkbox"/> Blue Flag Iris	<input type="checkbox"/> Cordgrass	<input type="checkbox"/> Lily

Beneficial Vegetation Notes:

<input type="checkbox"/> Naiad	<input type="checkbox"/> _____
<input checked="" type="checkbox"/> Pickerelweed	
<input type="checkbox"/> Soft Rush	<input type="checkbox"/> _____









GoTo Communications, Inc.

INVOICE

Invoice Date 01/01/2024
Invoice # IN7102527308
PO #
Customer ID CN-710379-2009
Terms **AutoPay Scheduled**
Due Date 01/16/2024
Currency US Dollar

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

Bill To

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

INVOICE Total:\$113.54

Amount Due:\$113.54

Billing Group	Description	Quantity	Rate	Amount
Primary	GoToConnect - Monthly Service Charge 01/01/2024 - 01/31/2024	3	26.95	\$80.85
Primary	Standard Phone Numbers (DID) 01/01/2024 - 01/31/2024	2	5	\$10.00
Primary	Included minutes in plan 12/01/2023 - 12/31/2023	329.1	0	\$0.00
Primary	Monthly Rental Equipment Charge 01/01/2024 - 01/31/2024	1	4.9	\$4.90
Primary	State and Local Regulatory Recovery Fee	1	8.77	\$8.77
Primary	Universal Service Fee (USF)	1	3.9918	\$3.99
Primary	Regulatory Recovery Fee	1	5.0255	\$5.03

Total \$113.54

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>

Online Payment Options:

Please visit <https://my.jive.com/billing> to view and download your invoices, search and download billed call details, setup or edit AutoPay as well as manage your invoice delivery recipients. *Ability to access this option may require 'view/pay invoice' permissions be granted by your super admin & may not be available to certain reseller customers.



GoTo Communications, Inc.

INVOICE

Invoice Date	01/01/2024
Invoice #	IN7102527308
PO #	
Customer ID	CN-710379-2009
Terms	AutoPay Scheduled
Due Date	01/16/2024
Currency	US Dollar

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

*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.



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#108598

CUSTOMER ID

C2277

PO#

INVOICE

DATE

1/24/2024

NET TERMS

Net 30

DUE DATE

2/23/2024

BILL TO

Carlton Lakes CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: January 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Dissemination Services	1	Ea	908.33		908.33
District Management	1	Ea	3,666.67		3,666.67
Subtotal					4,575.00

Subtotal

\$4,575.00

Tax

\$0.00

Total Due

\$4,575.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



12980 Tarpon Springs Road
Odessa, FL 33556

www.pinelakenurseryinc.com

INVOICE

Date	Invoice No.
12/31/23	3290
Terms	Due Date
Net 30	01/30/24

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
\$16,583.00	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
	#2457 - Carlton Lakes CDD RENEWAL 23-24 January 2024		\$16,583.00	\$0.00	\$16,583.00
	Total		\$16,583.00	\$0.00	\$16,583.00



INVOICE

Customer ID:**22-06270-03004**

Customer Name:

CARLTON LAKES

Service Period:

02/01/24-02/29/24

Invoice Date:

01/25/2024

Invoice Number:

9998735-2206-7

How to Contact Us**Visit wm.com/MyWM**

Create a My WM profile for easy access to your pickup schedule, service alerts and online tools for billing and more. Have a question? Check our support center or start a chat.

**Customer Service: (813) 621-3055****Your Payment is Due****Feb 24, 2024**

If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.

Your Total Due**\$365.14**

If payment is received after
02/24/2024: **\$ 374.27**

Previous Balance

365.14

+

Payments

(365.14)

+

Adjustments

0.00

+

**Current Invoice
Charges**

365.14

=

**Total Account
Balance Due****365.14****DETAILS OF SERVICE****Details for Service Location:****Carlton Lakes, 11404 Carlton Fields Dr, Riverview FL 33579-4094****Customer ID: 22-06270-03004**

Description	Date	Ticket	Quantity	Amount
Disposal 6 Yard Dumpster 1X Week	02/01/24		1.00	142.78
6 Yard Dumpster 1X Week	02/01/24		1.00	222.36
Total Current Charges				365.14



----- Please detach and send the lower portion with payment ----- (no cash or staples) -----



DO NOT SEND PAYMENTS HERE:
WASTE MANAGEMENT INC. OF FLORIDA
PO BOX 3020
MONROE, WI 53566-8320
(813) 621-3055
(800) 255-7172

Invoice Date	Invoice Number	Customer ID (Include with your payment)
01/25/2024	9998735-2206-7	22-06270-03004
Payment Terms		Amount
Total Due by	02/24/2024	\$365.14
If Received after	02/24/2024	\$374.27

*** DO NOT PAY-AUTOMATIC PAYMENT WILL BE PROCESSED ***
Your bank account will be drafted \$365.14.

2206000220627003004099987350000003651400000036514 8

10290C79

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

Remit To: **WM CORPORATE SERVICES, INC.**
AS PAYMENT AGENT
PO BOX 4648
CAROL STREAM, IL 60197-4648

GREENER WAYS TO PAY

Please choose one of these sustainable payment options:



AutoPay

Set up recurring payments with us at wm.com/myaccount



Online

Use wm.com for quick and easy payments



By Phone

Pay 24/7 by calling
866-964-2729

HOW TO READ YOUR INVOICE

How to Contact Us		Your Payment is Due		Your Total Due	
Visit wm.com/MyWM <small>Create a My WM profile for easy access to your pickup schedule, service alerts and online tools for billing and more. Have a question? Check our support center or start a chat.</small>		10/25/2022 <small>If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.</small>		\$123.45 <small>If payment is received after 10/25/2022: \$128.45</small>	
Previous Balance	Payments	Adjustments	Current Invoice Charges	Total Account Balance Due	
\$123.45	(\$123.45)	0.00	\$123.45	\$123.45	
DETAILS OF SERVICE					
Details for Service Location: Seymour, John, Town and Country Way, Saint Paul MN 55106-2627			Customer ID: 21-51809-22222		
Description	Date	Ticket	Quantity	Amount	
35 Gallon Toler	10/01/22		1.00	86.00	
MN STATE SOLID WASTE TAX 9.75%				25.45	
COUNTY ENVIRONMENTAL CHARGE				12.00	
Total Current Charges				123.45	

- 1** Your Total Due is the total amount of current charges and any previous unpaid Balances combined. This also states the date payment is due to WM, anything beyond that date may incur additional charges.
- 2** Previous balance is the total due from your previous invoice. We subtract any Payments Received/Adjustments and add your Current Charges from this billing cycle to get a Total Due on this invoice. If you have not paid all or a portion of your previous balance, please pay the entire Total Due to avoid a late charge or service interruption.
- 3** Service location details the total current charges of this invoice.

Prevent Truck & Facility Fires

Instead of placing these items in the garbage or recycling containers, visit your county or city website to find a household hazardous waste drop off location. You can also visit call2recycle.org to find a retailer who accepts batteries for proper recycling.

NO • Propane tanks • Lithium-ion batteries
• BBQ coals • Other hazardous items

Hazardous household items that are improperly disposed of can cause **garbage truck and facility fires**. This includes lithium-ion batteries that can be found in many electronics and toys.

This summer, remember to:

- Allow coals to cool, after grilling
- Dispose of coals in a sealed metal container
- Take hazardous waste to your local hazardous waste drop location



If your service is suspended for non-payment, you may be charged a Resume charge to restart your service. For each returned check, a charge will be assessed on your next invoice equal to the maximum amount permitted by applicable state law.

<input type="checkbox"/> Check Here to Change Contact Info		<input type="checkbox"/> Check Here to Sign Up for Automatic Payment Enrollment	
List your new billing information below. For a change of service address, please contact WM .		If I enroll in Automatic Payment services, I authorize WM to pay my invoice by electronically deducting money from my bank account. I can cancel authorization by notifying WM at wm.com or by calling the customer service number listed on my invoice. Your enrollment could take 1-2 billing cycles for Automatic Payments to take effect. Continue to submit payment until page one of your invoice reflects that your payment will be deducted.	
Address 1		Email	
Address 2		Date	
City		Bank Account Holder Signature	
State			
Zip			
Email			
Date Valid			

NOTICE: By sending your check, you are authorizing the Company to use information on your check to make a one-time electronic debit to your account at the financial institution indicated on your check. The electronic debit will be for the amount of your check and may occur as soon as the same day we receive your check.

In order for us to service your account or to collect any amounts you may owe (for non-marketing or solicitation purposes), we may contact you by telephone at any telephone number that you provided in connection with your account, including wireless telephone numbers, which could result in charges to you. Methods of contact may include text messages and using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable. We may also contact you by email or other methods as provided in our contract.

Please send all bankruptcy correspondence to RMCbankruptcy@wm.com or PO Box 43290 Phoenix, AZ 85080. Using the email option will expedite your request. (this language is in compliance with 11 USC 342(c)(2) of the Bankruptcy Code)

Zebra Pool Cleaning Team INC.

P.O. BOX 3456
Apollo Beach, FL. 33572
813-279-0437

Invoice

Date	Invoice #
1/2/2024	6736

Bill To
Carlton Lakes CDD 11404 Carlton Fields Drive Riverview, FL. 33579

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

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Due on receipt		1/2/2024			
Quantity	Item Code	Description			Price Each	Amount
	Commerical Pool S...	Commercial Pool Service January			1,900.00	1,900.00
We appreciate your prompt payment.					Total	\$1,900.00

DecisionHR

5801 Postal Road PO Box 818020
Cleveland, OH 44181
(888) 828-5511

Deliver To

Carlton Lakes CDD

2005 Pan Am Circle
2nd Floor, Suite 300
Tampa, FL 33607

Contact: Eric Davidson (813) 873-7300 ext 305



INVOICE

Issued to:

Eric Davidson
Carlton Lakes CDD
2005 Pan Am Circle
2nd Floor, Suite 300
Tampa, FL 33607

INVOICE NO	PAYROLL DATE	PAYMENT BY	DRAFT DATE
240085120001	1/12/2024	ACH	1/12/2024

DESCRIPTION	AMOUNT
Gross Wages	3,155.00
Social Security Tax	195.61
Medicare Tax	45.75
Federal Unemployment Tax	18.94
State Unemployment Tax	170.36
Risk Management	227.92
Administration Fees	173.56
GROSS PAYROLL AMOUNT	\$3,987.14
Delivery Charge Split	17.50
TOTAL INVOICE	\$4,004.64

PAYROLL ID 240085120001	PERIOD START 12/24/2023	STATEMENTS PROCESSED/PRINTED 5/5
CLIENT ID 8512	PERIOD END 1/6/2024	DELIVERY METHOD Metro NC

Ships with 5623 Northwood Co Metro NC Wednesday

PAYROLL REGISTER

Hawkins, Esther T		Emp: 18	NetPay: 280.30	Div: 0	Check: 0.00	Dep: -	DirDep: 280.30	Pay Date: 1/12/2024	PayStmt: 2172157929	Pay Period: 12/24/2023 - 1/6/2024	Payroll ID: 240085120001
Earning	Curr H/U	Rate	YTD H/U	YTD Amt	YTD ER	YTD Tax	Curr Tax	YTD Tax			
	Hourly	18.00	18.00	252.00	18.00	252.00	30.00	30.00			
	Overtime	4.00	4.00	84.00	4.00	84.00	20.83	20.83			
	Total Earnings	22.00	336.00	22.00	336.00		4.87	4.87			
				Total Deduction		0.00					
				Total Deduction		0.00					
				Total Tax		55.70					

Jones, Shekiter S		Emp: 20	NetPay: 342.62	Div: 0	Check: 0.00	Dep: -	DirDep: 342.62	Pay Date: 1/12/2024	PayStmt: 2172157931	Pay Period: 12/24/2023 - 1/6/2024	Payroll ID: 240085120001
Earning	Curr H/U	Rate	YTD H/U	YTD Amt	YTD ER	YTD Tax	Curr Tax	YTD Tax			
	Hourly	26.50	26.50	371.00	26.50	371.00	23.00	23.00			
	Total Earnings	26.50	371.00	26.50	371.00		5.38	5.38			
				Total Deduction		0.00					
				Total Deduction		0.00					
				Total Tax		28.38					

Levatte, Fredrick		Emp: 13	NetPay: 1,683.31	Div: 0	Check: 0.00	Dep: -	DirDep: 1,683.31	Pay Date: 1/12/2024	PayStmt: 2172157927	Pay Period: 12/24/2023 - 1/6/2024	Payroll ID: 240085120001
Earning	Curr H/U	Rate	YTD H/U	YTD Amt	YTD ER	YTD Tax	Curr Tax	YTD Tax			
	Salary	64.00	64.00	1,600.00	64.00	1,600.00	163.69	163.69			
	Holiday	16.00	16.00	400.00	16.00	400.00	124.00	124.00			
	Total Earnings	80.00	2,000.00	80.00	2,000.00		29.00	29.00			
				Total Deduction		0.00					
				Total Deduction		0.00					
				Total Tax		316.69					

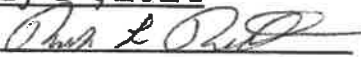
Majdonado, Damary		Emp: 16	NetPay: 129.29	Div: 0	Check: 0.00	Dep: -	DirDep: 129.29	Pay Date: 1/12/2024	PayStmt: 2172157928	Pay Period: 12/24/2023 - 1/6/2024	Payroll ID: 240085120001
Earning	Curr H/U	Rate	YTD H/U	YTD Amt	YTD ER	YTD Tax	Curr Tax	YTD Tax			
	Hourly	10.00	10.00	140.00	10.00	140.00	8.68	8.68			
	Total Earnings	10.00	140.00	10.00	140.00		2.03	2.03			
				Total Deduction		0.00					
				Total Deduction		0.00					
				Total Tax		10.71					

Tofuri, Carmen J		Emp: 19	NetPay: 244.43	Div: 0	Check: 0.00	Dep: -	DirDep: 244.43	Pay Date: 1/12/2024	PayStmt: 2172157930	Pay Period: 12/24/2023 - 1/6/2024	Payroll ID: 240085120001
Earning	Curr H/U	Rate	YTD H/U	YTD Amt	YTD ER	YTD Tax	Curr Tax	YTD Tax			
	Hourly	22.00	22.00	308.00	22.00	308.00	40.00	40.00			
	Total Earnings	22.00	308.00	22.00	308.00		19.10	19.10			
				Total Deduction		0.00					
				Total Deduction		0.00					
				Total Tax		63.57					

REPORT GRAND TOTALS										Check: 0.00	FRID: All
Earning	Curr H/U	Curr Amt			NetPay: 2,679.95	DirDep: 2,679.95	Curr EE	Curr ER	Tax	Curr Tax	
Salary	64.00	1,600.00							Federal Income Tax	233.69	
Hourly	76.50	1,071.00					0.00	0.00	EE Social Security	195.61	
Holiday	16.00	400.00							Medicare	45.75	
Overtime	4.00	84.00							Total Tax	475.05	
Total Earnings	160.50	3,155.00									

Carlton Lakes CDD -Regular Meeting

MEETING DATE: January 4th, 2024

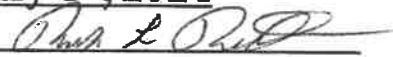
DMS Staff Signature  **EM 010424**

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
Nicole Snelling	<i>Yes</i>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<i>Yes</i>	Salary Accepted	\$200

Carlton Lakes CDD -Regular Meeting

MEETING DATE: January 4th, 2024

DMS Staff Signature




FB 010424

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
Nicole Snelling	<i>Yes</i>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<i>Yes</i>	Salary Accepted	\$200

Carlton Lakes CDD -Regular Meeting

MEETING DATE: January 4th, 2024


DMS Staff Signature 

NP 010424

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
Nicole Snelling	<i>Yes</i>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<i>Yes</i>	Salary Accepted	\$200

Carlton Lakes CDD -Regular Meeting

MEETING DATE: January 4th, 2024


DMS Staff Signature 

NS 010424

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
Nicole Snelling	<i>Yes</i>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<i>Yes</i>	Salary Accepted	\$200

Carlton Lakes CDD -Regular Meeting

MEETING DATE: January 4th, 2024

DMS Staff Signature 

RV 010424

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
Nicole Snelling	<i>Yes</i>	Salary Accepted	\$200
Elizabeth Morales-Diaz	<i>Yes</i>	Salary Accepted	\$200



Hillsborough
County Florida

CUSTOMER NAME	ACCOUNT NUMBER	BILL DATE	DUE DATE
CARLTON LAKES CDD	9466499495	01/12/2024	02/02/2024

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	12/11/2023	93513	01/11/2024	93735	22200 GAL	ACTUAL	WATER

Service Address Charges

Customer Service Charge	\$5.63
Purchase Water Pass-Thru	\$67.04
Water Base Charge	\$191.06
Water Usage Charge	\$21.31
Sewer Base Charge	\$458.00
Sewer Usage Charge	\$135.20

Summary of Account Charges

Previous Balance	\$829.91
Net Payments - Thank You	\$-829.91
Total Account Charges	\$878.24

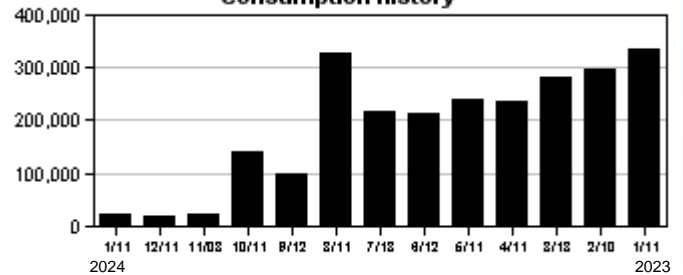
AMOUNT DUE	\$878.24
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Important Message

This account has ACH payment method

The Southwest Florida Water Management District (SWFWMD) has issued a Water Shortage Order effective Dec. 1, 2023, limiting lawn and landscape watering to one day per week. Find your allowable day on [HCFLGov.net/WaterRestrictions](https://www.hcflgov.net/WaterRestrictions) or call (813) 275-7094.

Consumption History



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](https://www.hcflgov.net/WaterBill)

Additional Information: [HCFLGov.net/Water](https://www.hcflgov.net/Water)



THANK YOU!



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

668 8

DUE DATE	02/02/2024
AMOUNT DUE	\$878.24
AMOUNT PAID	

0094664994954 00000878249



CARLTON LAKES CDD
2005 PAN AM CIR, STE 120
TAMPA, FL 33607-2529

Statement Date: January 08, 2024

Amount Due: \$18,209.78

Due Date: January 23, 2024

Account #: 321000026203

DO NOT PAY. Your account will be drafted on January 23, 2024

Account Summary

Previous Amount Due	\$19,603.25
Payment(s) Received Since Last Statement	-\$19,603.25
Miscellaneous Credits	-\$88.11
Credit Balance After Payments and Credits	-\$88.11
Current Month's Charges	\$18,297.89

Amount Due by January 23, 2024 \$18,209.78

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Your Locations With The Highest Usage



11404 CARLTON
FIELDS DR, RIVERVIEW,
FL 33579-4094

**14,120
KWH**



14217 ARBOR PINES DR,
RIVERVIEW, FL 33579

**2,321
KWH**



Scan here to interact
with your bill online.

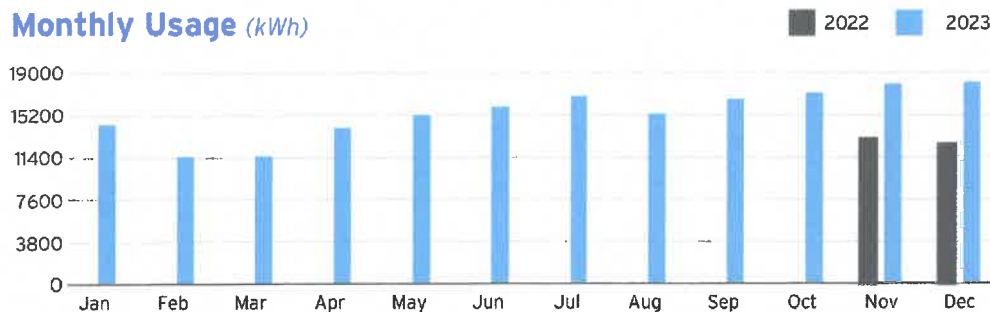


**DOWNED IS
DANGEROUS!**

If you see a downed power line,
move a safe distance away and call 911.

Visit [TampaElectric.com/Safety](https://www.tampaelectric.com/safety)
for more safety tips.

Monthly Usage (kWh)



Learn about your newly redesigned bill and get deeper insights about your usage by visiting [TECOaccount.com](https://www.tecoaccount.com)



To ensure prompt credit, please return stub portion of this bill with your payment.

Received

JAN 17

Account #: 321000026203

Due Date: January 23, 2024



Pay your bill online at TampaElectric.com

See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit [TampaElectric.com/Paperless](https://www.tampaelectric.com/paperless) to enroll now.

Amount Due: \$18,209.78

Payment Amount: \$ _____

700750002788

Your account will be
drafted on January 23, 2024

CARLTON LAKES CDD
2005 PAN AM CIR, STE 120
TAMPA, FL 33607-2359

Mail payment to:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Make check payable to: TECO
Please write your account number on the memo line of your check.

Summary of Charges by Service Address

Account Number: 321000026203

Energy Usage From Last Month

▲ Increased

= Same

▼ Decreased

Service Address: CARLTON LKS, PH 1A, RIVERVIEW, FL 33579-0000	Sub-Account Number: 211005443505
	Amount: \$5,363.63
Service Address: CARLTON LKS, PH 1, RIVERVIEW, FL 33579-0000	Sub-Account Number: 211005443687
	Amount: \$5,958.79
Service Address: CARLTON LKS, PH 1B, RIVERVIEW, FL 33579-0000	Sub-Account Number: 211005443919
	Amount: \$2,870.25
Service Address: CARLTON LKS, PH 1D2, RIVERVIEW, FL 33579-0000	Sub-Account Number: 221000718207
	Amount: \$296.92
Service Address: CARLTON LKS, PH 1D1, RIVERVIEW, FL 33579-0000	Sub-Account Number: 221000723645
	Amount: \$402.48
Service Address: 14286 CLEMENT PRIDE BLVD, B, RIVERVIEW, FL 33579	Sub-Account Number: 221000778375

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000851107	12/14/2023	27,030		25,838		1,192 kWh	1	30 Days	\$207.90
								<div>▲</div>	34.4%

Continued on next page →

For more information about your bill and understanding your charges, please visit [TampaElectric.com](https://www.tampanelectric.com)

Ways To Pay Your Bill

Bank Draft
Visit TECOaccount.com for free recurring or one time payments via checking or savings account.

In-Person
Find list of Payment Agents at TampaElectric.com

Mail A Check
Payments:
TECO
P.O. Box 31318
Tampa, FL 33631-3318
Mail your payment in the enclosed envelope.

Credit or Debit Card
Pay by credit Card using KUBRA EZ-Pay at TECOaccount.com. Convenience fee will be charged.

Phone
Toll Free: **866-689-6469**

All Other Correspondences:
Tampa Electric
P.O. Box 111
Tampa, FL 33601-0111

Contact Us

Online:
TampaElectric.com

Phone:
Commercial Customer Care:
866-832-6249
Residential Customer Care:
813-223-0800 (Hillsborough)
863-299-0800 (Polk County)
888-223-0800 (All Other Counties)

Hearing Impaired/TTY:
7-1-1

Power Outage:
877-588-1010

Energy-Saving Programs:
813-275-3909

Please Note: If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent at Tampa Electric. You bear the risk that this unauthorized party will relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.

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Summary of Charges by Service Address

Account Number: 321000026203

Energy Usage From Last Month

▲ Increased = Same ▼ Decreased

Service Address: 13991 CLEMENT PRIDE BL, A, RIVERVIEW, FL 33579

Sub-Account Number: 221000778391

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000488713	12/14/2023	16,690		16,521		169 kWh	1	30 Days	\$49.27
									▼ 82.2%

Service Address: 14298 ARBOR PINES DR, RIVERVIEW, FL 33579

Sub-Account Number: 221003311729

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000503543	12/14/2023	1,309		1,173		136 kWh	1	30 Days	\$44.16
									▲ 806.7%

Service Address: 14218 ARBOR PINES DR, RIVERVIEW, FL 33579

Sub-Account Number: 221003344704

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000503523	12/14/2023	5,949		5,775		174 kWh	1	30 Days	\$50.06
									▲ 3.0%

Service Address: 14217 ARBOR PINES DR, RIVERVIEW, FL 33579

Sub-Account Number: 221003357052

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000791886	12/14/2023	17,117		14,796		2,321 kWh	1	30 Days	\$382.94
									▲ 20.5%

Service Address: 11404 CARLTON FIELDS DR, RIVERVIEW, FL 33579-4094

Sub-Account Number: 221004695112

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000790429	12/14/2023	14,509		13,803		14,120 kWh	20.0000	30 Days	\$1,424.47
1000790429	12/14/2023	1.4		0		27.94 kW	20.0000	30 Days	▲ 0.6%

Service Address: 11404 CARLTON FIELDS DR, RIVERVIEW, FL 33579-4094

Sub-Account Number: 221004936375

Amount: \$558.47

Service Address: CARLTON LKS, PH 1E1, RIVERVIEW, FL 33579-0000

Sub-Account Number: 221007674692

Amount: \$688.55

Total Current Month's Charges

\$18,297.89



Sub-Account #: 211005443505
Statement Date: 01/03/2024

Service Address: CARLTON LKS, PH 1A, RIVERVIEW, FL 33579-0000

Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details



Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	2178 kWh @ \$0.03511/kWh	\$76.47
Fixture & Maintenance Charge	97 Fixtures	\$2433.27
Lighting Pole / Wire	97 Poles	\$2695.63
Lighting Fuel Charge	2178 kWh @ \$0.05169/kWh	\$112.58
Storm Protection Charge	2178 kWh @ \$0.01466/kWh	\$31.93
Clean Energy Transition Mechanism	2178 kWh @ \$0.00036/kWh	\$0.78
Storm Surcharge	2178 kWh @ \$0.00326/kWh	\$7.10
Florida Gross Receipt Tax		\$5.87

Lighting Charges

\$5,363.63

Current Month's Electric Charges

\$5,363.63

Billing information continues on next page →



Sub-Account #: 211005443687
Statement Date: 01/03/2024

Service Address: CARLTON LKS, PH 1, RIVERVIEW, FL 33579-0000


Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details



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Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days			
Lighting Energy Charge	2458 kWh @ \$0.03511/kWh		\$86.30
Fixture & Maintenance Charge	115 Fixtures		\$2311.57
Lighting Pole / Wire	115 Poles		\$3382.33
Lighting Fuel Charge	2458 kWh @ \$0.05169/kWh		\$127.05
Storm Protection Charge	2458 kWh @ \$0.01466/kWh		\$36.03
Clean Energy Transition Mechanism	2458 kWh @ \$0.00036/kWh		\$0.88
Storm Surcharge	2458 kWh @ \$0.00326/kWh		\$8.01
Florida Gross Receipt Tax			\$6.62
Lighting Charges			\$5,958.79

Current Month's Electric Charges	\$5,958.79
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Billing information continues on next page →



Sub-Account #: 211005443919
Statement Date: 01/03/2024

Service Address: CARLTON LKS, PH 1B, RIVERVIEW, FL 33579-0000

Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details



Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	1161 kWh @ \$0.03511/kWh	\$40.76
Fixture & Maintenance Charge	49 Fixtures	\$1383.42
Lighting Pole / Wire	49 Poles	\$1361.71
Lighting Fuel Charge	1161 kWh @ \$0.05169/kWh	\$60.01
Storm Protection Charge	1161 kWh @ \$0.01466/kWh	\$17.02
Clean Energy Transition Mechanism	1161 kWh @ \$0.00036/kWh	\$0.42
Storm Surcharge	1161 kWh @ \$0.00326/kWh	\$3.78
Florida Gross Receipt Tax		\$3.13

Lighting Charges

\$2,870.25

Current Month's Electric Charges

\$2,870.25

Billing information continues on next page →



Sub-Account #: 221000718207
Statement Date: 01/03/2024

Service Address: CARLTON LKS, PH 1D2, RIVERVIEW, FL 33579-0000


Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details




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Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days			
Lighting Energy Charge	120 kWh @ \$0.03511/kWh		\$4.21
Fixture & Maintenance Charge	5 Fixtures		\$145.05
Lighting Pole / Wire	5 Poles		\$138.95
Lighting Fuel Charge	120 kWh @ \$0.05169/kWh		\$6.20
Storm Protection Charge	120 kWh @ \$0.01466/kWh		\$1.76
Clean Energy Transition Mechanism	120 kWh @ \$0.00036/kWh		\$0.04
Storm Surcharge	120 kWh @ \$0.00326/kWh		\$0.39
Florida Gross Receipt Tax			\$0.32
Lighting Charges			\$296.92

Current Month's Electric Charges	\$296.92
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	Miscellaneous Credits	
Interest for Cash Security Deposit		-\$13.20
Total Current Month's Credits		-\$13.20

Billing information continues on next page →



Sub-Account #: 221000723645
Statement Date: 01/03/2024

Service Address: CARLTON LKS, PH 1D1, RIVERVIEW, FL 33579-0000

Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details



Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	163 kWh @ \$0.03511/kWh	\$5.72
Fixture & Maintenance Charge	7 Fixtures	\$190.38
Lighting Pole / Wire	7 Poles	\$194.53
Lighting Fuel Charge	163 kWh @ \$0.05169/kWh	\$8.43
Storm Protection Charge	163 kWh @ \$0.01466/kWh	\$2.39
Clean Energy Transition Mechanism	163 kWh @ \$0.00036/kWh	\$0.06
Storm Surcharge	163 kWh @ \$0.00326/kWh	\$0.53
Florida Gross Receipt Tax		\$0.44

Lighting Charges **\$402.48**

Current Month's Electric Charges

\$402.48



Miscellaneous Credits

Interest for Cash Security Deposit	-\$17.94
Total Current Month's Credits	-\$17.94

Billing information continues on next page →



Sub-Account #: 221000778375

Statement Date: 01/03/2024

Service Address: 14286 CLEMENT PRIDE BLVD, B, RIVERVIEW, FL 33579

Meter Read

Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000851107	12/14/2023	27,030		25,838		1,192 kWh	1	30 Days

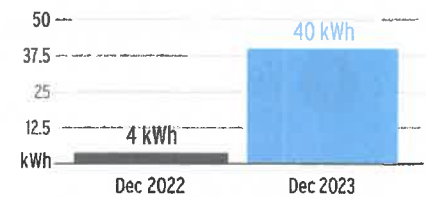
Charge Details



Electric Charges

Daily Basic Service Charge	30 days @ \$0.75000	\$22.50
Energy Charge	1,192 kWh @ \$0.07990/kWh	\$95.24
Fuel Charge	1,192 kWh @ \$0.05239/kWh	\$62.45
Storm Protection Charge	1,192 kWh @ \$0.00400/kWh	\$4.77
Clean Energy Transition Mechanism	1,192 kWh @ \$0.00427/kWh	\$5.09
Storm Surcharge	1,192 kWh @ \$0.01061/kWh	\$12.65
Florida Gross Receipt Tax		\$5.20
Electric Service Cost		\$207.90

Avg kWh Used Per Day



Current Month's Electric Charges

\$207.90



Miscellaneous Credits

Interest for Cash Security Deposit	-\$2.07
Total Current Month's Credits	-\$2.07

Billing information continues on next page →



Sub-Account #: 221000778391
Statement Date: 01/03/2024

Service Address: 13991 CLEMENT PRIDE BL, A, RIVERVIEW, FL 33579

Meter Read

Meter Location: WELL

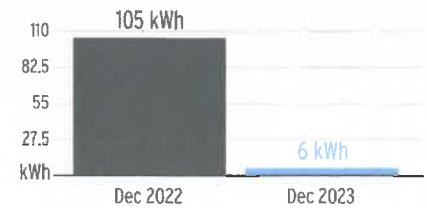
Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000488713	12/14/2023	16,690		16,521		169 kWh	1	30 Days

Charge Details

Avg kWh Used Per Day



Electric Charges

Daily Basic Service Charge	30 days @ \$0.75000	\$22.50
Energy Charge	169 kWh @ \$0.07990/kWh	\$13.50
Fuel Charge	169 kWh @ \$0.05239/kWh	\$8.85
Storm Protection Charge	169 kWh @ \$0.00400/kWh	\$0.68
Clean Energy Transition Mechanism	169 kWh @ \$0.00427/kWh	\$0.72
Storm Surcharge	169 kWh @ \$0.01061/kWh	\$1.79
Florida Gross Receipt Tax		\$1.23

Electric Service Cost **\$49.27**

Current Month's Electric Charges

\$49.27



Miscellaneous Credits

Interest for Cash Security Deposit	-\$15.87
Total Current Month's Credits	-\$15.87

Billing information continues on next page →



Sub-Account #: 221003311729
Statement Date: 01/03/2024

Service Address: 14298 ARBOR PINES DR, RIVERVIEW, FL 33579

Meter Read

Meter Location: GATE

Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
1000503543	12/14/2023	1,309	1,173		136 kWh	1	30 Days

Charge Details

	Electric Charges		
Daily Basic Service Charge	30 days @ \$0.75000		\$22.50
Energy Charge	136 kWh @ \$0.07990/kWh		\$10.87
Fuel Charge	136 kWh @ \$0.05239/kWh		\$7.13
Storm Protection Charge	136 kWh @ \$0.00400/kWh		\$0.54
Clean Energy Transition Mechanism	136 kWh @ \$0.00427/kWh		\$0.58
Storm Surcharge	136 kWh @ \$0.01061/kWh		\$1.44
Florida Gross Receipt Tax			\$1.10
Electric Service Cost			\$44.16

Avg kWh Used Per Day



Current Month's Electric Charges \$44.16

	Miscellaneous Credits	
Interest for Cash Security Deposit		-\$1.20
Total Current Month's Credits		-\$1.20

Billing information continues on next page →

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Sub-Account #: 221003344704
Statement Date: 01/03/2024

Service Address: 14218 ARBOR PINES DR, RIVERVIEW, FL 33579

Meter Read

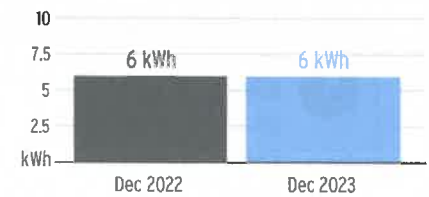
Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	Total Used	Multiplier	Billing Period
1000503523	12/14/2023	5,949	5,775	174 kWh	1	30 Days

Charge Details

Avg kWh Used Per Day



Electric Charges

Daily Basic Service Charge	30 days @ \$0.75000	\$22.50
Energy Charge	174 kWh @ \$0.07990/kWh	\$13.90
Fuel Charge	174 kWh @ \$0.05239/kWh	\$9.12
Storm Protection Charge	174 kWh @ \$0.00400/kWh	\$0.70
Clean Energy Transition Mechanism	174 kWh @ \$0.00427/kWh	\$0.74
Storm Surcharge	174 kWh @ \$0.01061/kWh	\$1.85
Florida Gross Receipt Tax		\$1.25

Electric Service Cost **\$50.06**

Current Month's Electric Charges

\$50.06



Miscellaneous Credits

Interest for Cash Security Deposit	-\$1.47
Total Current Month's Credits	-\$1.47

Billing information continues on next page →



Sub-Account #: 221003357052
Statement Date: 01/03/2024

Service Address: 14217 ARBOR PINES DR, RIVERVIEW, FL 33579

Meter Read


Meter Location: WELL

Service Period: 11/15/2023 - 12/14/2023

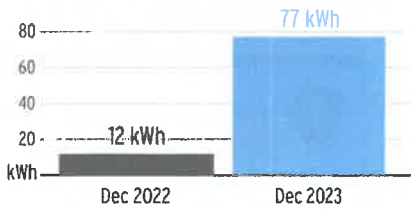
Rate Schedule: General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000791886	12/14/2023	17,117		14,796		2,321 kWh	1	30 Days

Charge Details

	Electric Charges		
	Daily Basic Service Charge	30 days @ \$0.75000	\$22.50
	Energy Charge	2,321 kWh @ \$0.07990/kWh	\$185.45
	Fuel Charge	2,321 kWh @ \$0.05239/kWh	\$121.60
	Storm Protection Charge	2,321 kWh @ \$0.00400/kWh	\$9.28
	Clean Energy Transition Mechanism	2,321 kWh @ \$0.00427/kWh	\$9.91
	Storm Surcharge	2,321 kWh @ \$0.01061/kWh	\$24.63
	Florida Gross Receipt Tax		\$9.57
	Electric Service Cost		\$382.94

Avg kWh Used Per Day



Current Month's Electric Charges

\$382.94

	Miscellaneous Credits	
	Interest for Cash Security Deposit	-\$1.47
	Total Current Month's Credits	-\$1.47

Billing information continues on next page →



Sub-Account #: 221004695112
Statement Date: 01/03/2024

Service Address: 11404 CARLTON FIELDS DR, RIVERVIEW, FL 33579-4094

Meter Read

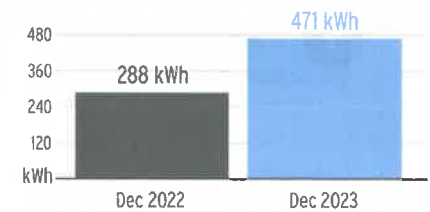
Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: General Service Demand - Standard

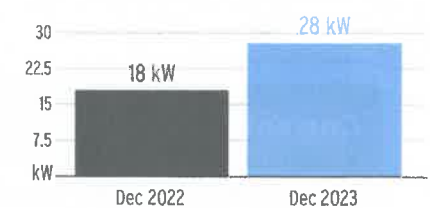
Meter Number	Read Date	Current Reading	Previous Reading	Total Used	Multiplier	Billing Period
1000790429	12/14/2023	14,509	13,803	14,120 kWh	20.0000	30 Days
1000790429	12/14/2023	1.4	0	27.94 kW	20.0000	30 Days

Charge Details

Avg kWh Used Per Day



Billing Demand (kW)



Load Factor



Decreasing the proportion of your electricity utilized at peak will improve your load factor.

Electric Charges		
Daily Basic Service Charge	30 days @ \$1.08000	\$32.40
Billing Demand Charge	28 kW @ \$14.13000/kW	\$395.64
Energy Charge	14,120 kWh @ \$0.00736/kWh	\$103.92
Fuel Charge	14,120 kWh @ \$0.05239/kWh	\$739.75
Capacity Charge	28 kW @ -\$0.06000/kW	-\$1.68
Storm Protection Charge	28 kW @ \$0.62000/kW	\$17.36
Energy Conservation Charge	28 kW @ \$0.88000/kW	\$24.64
Environmental Cost Recovery	14,120 kWh @ \$0.00084/kWh	\$11.86
Clean Energy Transition Mechanism	28 kW @ \$1.12000/kW	\$31.36
Storm Surcharge	14,120 kWh @ \$0.00238/kWh	\$33.61
Florida Gross Receipt Tax		\$35.61
Electric Service Cost		\$1,424.47

Current Month's Electric Charges

\$1,424.47

Miscellaneous Credits	
Interest for Cash Security Deposit	-\$34.89
Total Current Month's Credits	-\$34.89

Billing information continues on next page →



Sub-Account #: 221004936375
Statement Date: 01/03/2024

Service Address: 11404 CARLTON FIELDS DR, RIVERVIEW, FL 33579-4094


Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details



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 Electric Charges		
Lighting Service Items LS-1 (Bright Choices) for 30 days		
Lighting Energy Charge	315 kWh @ \$0.03511/kWh	\$11.06
Fixture & Maintenance Charge	9 Fixtures	\$274.41
Lighting Pole / Wire	9 Poles	\$250.11
Lighting Fuel Charge	315 kWh @ \$0.05169/kWh	\$16.28
Storm Protection Charge	315 kWh @ \$0.01466/kWh	\$4.62
Clean Energy Transition Mechanism	315 kWh @ \$0.00036/kWh	\$0.11
Storm Surcharge	315 kWh @ \$0.00326/kWh	\$1.03
Florida Gross Receipt Tax		\$0.85
Lighting Charges		\$558.47

Current Month's Electric Charges **\$558.47**

Billing information continues on next page →



Sub-Account #: 221007674692
Statement Date: 01/03/2024

Service Address: CARLTON LKS, PH 1E1, RIVERVIEW, FL 33579-0000

Service Period: 11/15/2023 - 12/14/2023

Rate Schedule: Lighting Service

Charge Details



Electric Charges

Lighting Service Items LS-1 (Bright Choices) for 30 days

Lighting Energy Charge	266 kWh @ \$0.03511/kWh	\$9.34
Fixture & Maintenance Charge	14 Fixtures	\$228.48
Lighting Pole / Wire	14 Poles	\$389.06
Lighting Fuel Charge	266 kWh @ \$0.05169/kWh	\$13.75
Storm Protection Charge	266 kWh @ \$0.01466/kWh	\$3.90
Clean Energy Transition Mechanism	266 kWh @ \$0.00036/kWh	\$0.10
Storm Surcharge	266 kWh @ \$0.00326/kWh	\$0.87
Florida Gross Receipt Tax		\$0.72
Franchise Fee		\$42.33
Lighting Charges		\$688.55

Current Month's Electric Charges

\$688.55

Total Current Month's Charges

\$18,297.89

Important Messages

Removing Your Envelope. We've noticed that you have been paying your bill electronically lately. To help cut down on clutter and waste, we are no longer including a remittance envelope with your bill. Should you want to mail in your payment, you can request a payment envelope by calling 813-223-0800 or simply use a regular envelope and address it to TECO P.O. Box 31318, Tampa, Florida 33631-3318.

TECO
P.O. Box 31318
Tampa FL 33631-3318

00000024 FTECO501092400024769 00000 01 00000000 52 009



CARLTON LAKES CDD
2005 PAN AM CIR, STE 120
TAMPA, FL 33607-2359

CHECK REQUEST FORM
Carlton Lakes

Date: 1/8/2024

Invoice#: 01052024-01

Vendor#: V00056

Vendor Name: Carlton Lakes

Pay From: Truist Acct# 3638

Description: Series 2015 - FY 24 Tax Dist ID 655

Code to: 200.103200.1000

Amount: \$3,357.36

Requested By: Teresa Farlow 1/8/2024

CARLTON LAKES CDD

DISTRICT CHECK REQUEST

Today's Date 1/5/2024

Payable To Carlton Lakes CDD

Check Amount **\$3,357.36**

Check Description Series 2015 - FY 24 Tax Dist. ID 655

Check Amount **\$1,653.65**

Check Description Series 2017 - FY 24 Tax Dist. ID 655

Check Amount **\$1,670.48**

Check Description Series 2018 - FY 24 Tax Dist. ID 655

Special Instructions Do not mail. Please give to Eric

Eric

(Please attach all supporting documentation: invoices, receipts, etc.)

Authorization

DM		
Fund	<u>001</u>	
G/L	<u>20702</u>	
Object Code		
Chk	#	Date

CARLTON LAKES CDD

TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE
FISCAL YEAR 2024, TAX YEAR 2023

Dollar Amounts	Fiscal Year 2024 Percentages
989,859.01	47.091%
558,854.23	26.586%
275,260.24	13.095%
278,061.70	13.228%
2,102,035.18	100.00%
	0.470900%
	0.265900%
	0.130900%
	0.132300%
	1.000000%

91%

Date Received	Amount Received	47.09%	47.09%	26.59%	26.59%	13.09%	13.09%	13.23%	13.23%	Distribution Number & Date Transferred	Payments / CDD check #
		Raw Numbers Operations Revenue	Rounded Operations Revenue	Raw Numbers 2015 Debt Service Revenue	Rounded 2015 Debt Service Revenue	Raw Numbers 2017 Debt Service Revenue	Rounded 2017 Debt Service Revenue	Raw Numbers 2018 Debt Service Revenue	Rounded 2018 Debt Service Revenue	Proof	
11/8/2023	13,786.94	6,492.34	6,492.34	3,665.44	3,665.44	1,805.39	1,805.39	1,823.77	1,823.77	-	3021
11/17/2023	25,012.12	11,778.33	11,778.33	6,649.81	6,649.81	3,275.32	3,275.32	3,308.66	3,308.66	-	3021
11/22/2023	42,642.77	20,080.70	20,080.70	11,337.15	11,337.15	5,584.05	5,584.05	5,640.88	5,640.87	-	3022
12/5/2023	138,886.58	65,402.39	65,402.39	36,924.86	36,924.86	18,187.11	18,187.11	18,372.21	18,372.22	-	3022
12/7/2023	1,652,821.03	778,321.79	778,321.79	439,424.63	439,424.63	216,435.92	216,435.92	218,638.69	218,638.69	-	3022
12/15/2023	32,975.88	15,528.51	15,528.51	8,767.08	8,767.08	4,318.17	4,318.17	4,362.12	4,362.12	-	3022
1/5/2024	12,628.14	5,946.66	5,946.66	3,357.36	3,357.36	1,653.65	1,653.65	1,670.48	1,670.48	(0.01)	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
TOTAL	1,918,753.46	903,550.72	903,550.72	510,126.33	510,126.33	251,259.61	251,259.61	253,816.80	253,816.81	(0.01)	
Net Total on Roll	2,102,035.18		989,859.01		558,854.23		275,260.24		278,061.70	-	
Collection Surplus / (Deficit)	(183,281.72)		(86,308.29)		(48,727.90)		(24,000.63)		(24,244.89)		

Hillsborough County Tax Collector - Distribution by Agency - CURRENT YEAR - for 12-11-2023 to 12-31-2023 dated 01-05-2024 - Run 01/04/2024 12:50PM

Distribution Category	Distribution ID	Act System Num	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commission	Distributed Amt
Real Estate Installment	655	DD0126	HIDDEN CREEK CDD	690.86	0.00	0.00	0.00	-20.73	670.13	13.41	656.72
Real Estate Current, Real Estate Installment	655	DD0126	HIDDEN CREEK CDD	9,431.36	0.00	0.00	0.00	-260.67	9,170.69	183.42	8,987.27
Real Estate Current	655	DD0128	BULLFROG CREEK CDD	2,064.82	0.00	0.00	0.00	-61.94	2,002.88	40.06	1,962.82
Real Estate Installment	655	DD0128	BULLFROG CREEK CDD	532.31	0.00	0.00	0.00	-15.96	516.35	10.33	506.02
Real Estate Current, Real Estate Installment	655	DD0128	BULLFROG CREEK CDD	2,597.13	0.00	0.00	0.00	-77.90	2,519.23	50.39	2,468.84
Real Estate Current	655	DD0129	DG FARMS CDD	19,857.28	0.00	0.00	0.00	-604.81	19,252.47	385.05	18,867.42
Real Estate Installment	655	DD0129	DG FARMS CDD	5,569.93	0.00	0.00	0.00	-179.42	5,390.51	107.81	5,282.70
Real Estate Current, Real Estate Installment	655	DD0129	DG FARMS CDD	25,427.21	0.00	0.00	0.00	-784.23	24,642.98	492.86	24,150.12
Real Estate Current	655	DD0130	ENCORE CDD	5,022.00	0.00	0.00	0.00	-150.66	4,871.34	97.43	4,773.91
Real Estate Current	655	DD0131	LA COLLINA CDD	5,750.28	0.00	0.00	0.00	-172.51	5,577.77	111.55	5,466.22
Real Estate Installment	655	DD0131	LA COLLINA CDD	2,509.03	0.00	0.00	0.00	-75.27	2,433.76	48.69	2,385.07
Real Estate Current, Real Estate Installment	655	DD0131	LA COLLINA CDD	8,259.31	0.00	0.00	0.00	-247.78	8,011.53	160.24	7,851.29
Real Estate Installment	655	DD0132	BALLENTAE HILLSBOROUGH CDD	1,260.59	0.00	0.00	0.00	-37.81	1,222.78	24.45	1,198.33
Real Estate Current	655	DD0133	WYNNMERE WEST CDD	2,618.26	0.00	0.00	0.00	-78.55	2,539.71	50.79	2,488.92
Real Estate Current	655	DD0134	RESERVE AT PRADERA CDD	7,959.76	0.00	0.00	0.00	-238.79	7,720.97	154.42	7,566.55
Real Estate Installment	655	DD0134	RESERVE AT PRADERA CDD	1,400.16	0.00	0.00	0.00	-42.01	1,358.15	27.17	1,330.98
Real Estate Current, Real Estate Installment	655	DD0134	RESERVE AT PRADERA CDD	9,359.92	0.00	0.00	0.00	-280.80	9,079.12	181.59	8,897.53
Real Estate Current	655	DD0135	CARLTON LAKES CDD	6,692.49	0.00	0.00	0.00	-200.77	6,491.72	129.82	6,361.90
Real Estate Installment	655	DD0135	CARLTON LAKES CDD	6,591.88	0.00	0.00	0.00	-197.75	6,394.13	127.89	6,266.24
Real Estate Current, Real Estate Installment	655	DD0135	CARLTON LAKES CDD	13,284.37	0.00	0.00	0.00	-398.52	12,885.85	257.71	12,628.14

CHECK REQUEST FORM
Carlton Lakes

Date: 1/8/2024

Invoice#: 01052024-02

Vendor#: V00056

Vendor Name: Carlton Lakes

Pay From: Truist Acct# 3638

Description: Series 2017 - FY 24 Tax Dist ID 655

Code to: 203.103200.1000

Amount: \$1,653.65

Requested By: 1/8/2024
Teresa Farlow

CARLTON LAKES CDD

DISTRICT CHECK REQUEST

Today's Date 1/5/2024

Payable To Carlton Lakes CDD

Check Amount ~~\$3,357.36~~

Check Description Series 2015 - FY 24 Tax Dist. ID 655

Check Amount \$1,653.65

Check Description Series 2017 - FY 24 Tax Dist. ID 655

Check Amount ~~\$1,670.48~~

Check Description Series 2018 - FY 24 Tax Dist. ID 655

Special Instructions Do not mail. Please give to Eric

Eric

(Please attach all supporting documentation: invoices, receipts, etc.)

Authorization

DM

Fund

001

G/L

20702

Object Code

Chk

#

Date

TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE
FISCAL YEAR 2024, TAX YEAR 2023

Net O&M
Net DS 201
Net DS 201
Net DS 201
Net Total

Net DS 201

TOTAL	Net Total on Roll	Collection Surplus / (Deficit)
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Hillsborough County Tax Collector - Distribution by Agency - CURRENT YEAR - for 12-11-2023 to 12-31-2023 dated 01-05-2024 - Run 01/04/2024 12:50PM

Distribution Category	Distribution ID	Act System Num	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commission	Distributed Amt
Real Estate Installment	655	DD0126	HIDDEN CREEK CDD	690.86	0.00	0.00	0.00	-20.73	670.13	13.41	656.72
Real Estate Current, Real Estate Installment	655	DD0126	HIDDEN CREEK CDD	9,431.36	0.00	0.00	0.00	-260.67	9,170.69	183.42	8,987.27
Real Estate Current	655	DD0128	BULLFROG CREEK CDD	2,064.82	0.00	0.00	0.00	-61.94	2,002.88	40.06	1,962.82
Real Estate Installment	655	DD0128	BULLFROG CREEK CDD	532.31	0.00	0.00	0.00	-15.96	516.35	10.33	506.02
Real Estate Current, Real Estate Installment	655	DD0128	BULLFROG CREEK CDD	2,597.13	0.00	0.00	0.00	-77.90	2,519.23	50.39	2,468.84
Real Estate Current	655	DD0129	DG FARMS CDD	19,857.28	0.00	0.00	0.00	-604.81	19,252.47	385.05	18,867.42
Real Estate Installment	655	DD0129	DG FARMS CDD	5,569.93	0.00	0.00	0.00	-179.42	5,390.51	107.81	5,282.70
Real Estate Current, Real Estate Installment	655	DD0129	DG FARMS CDD	25,427.21	0.00	0.00	0.00	-784.23	24,642.98	492.86	24,150.12
Real Estate Current	655	DD0130	ENCORE CDD	5,022.00	0.00	0.00	0.00	-150.66	4,871.34	97.43	4,773.91
Real Estate Current	655	DD0131	LA COLLINA CDD	5,750.28	0.00	0.00	0.00	-172.51	5,577.77	111.55	5,466.22
Real Estate Installment	655	DD0131	LA COLLINA CDD	2,509.03	0.00	0.00	0.00	-75.27	2,433.76	48.69	2,385.07
Real Estate Current, Real Estate Installment	655	DD0131	LA COLLINA CDD	8,259.31	0.00	0.00	0.00	-247.78	8,011.53	160.24	7,851.29
Real Estate Installment	655	DD0132	BALLENTRAE HILLSBOROUGH CDD	1,260.59	0.00	0.00	0.00	-37.81	1,222.78	24.45	1,198.33
Real Estate Current	655	DD0133	WYNNWIRE WEST CDD	2,618.26	0.00	0.00	0.00	-78.55	2,539.71	50.78	2,488.92
Real Estate Current	655	DD0134	RESERVE AT PRADERA CDD	7,959.76	0.00	0.00	0.00	-238.79	7,720.97	154.42	7,566.55
Real Estate Installment	655	DD0134	RESERVE AT PRADERA CDD	1,400.16	0.00	0.00	0.00	-42.01	1,358.15	27.17	1,330.98
Real Estate Current, Real Estate Installment	655	DD0134	RESERVE AT PRADERA CDD	9,359.92	0.00	0.00	0.00	-280.80	9,079.12	181.59	8,897.53
Real Estate Current	655	DD0135	CARLTON LAKES CDD	6,682.49	0.00	0.00	0.00	-200.77	6,481.7	129.82	6,351.90
Real Estate Installment	655	DD0135	CARLTON LAKES CDD	6,591.88	0.00	0.00	0.00	-197.75	6,394.13	127.89	6,266.24
Real Estate Current, Real Estate Installment	655	DD0135	CARLTON LAKES CDD	13,284.37	0.00	0.00	0.00	-398.52	12,885.85	257.71	12,628.14

CHECK REQUEST FORM
Carlton Lakes

Date: 1/8/2024

Invoice#: 01052024-03

Vendor#: V00056

Vendor Name: Carlton Lakes

Pay From: Truist Acct# 3638

Description: Series 2018 - FY 24 Tax Dist ID 655

Code to: 200.103200.1000

Amount: \$1,670.48

Requested By: 1/8/2024
Teresa Farlow

CARLTON LAKES CDD

DISTRICT CHECK REQUEST

Today's Date 1/5/2024

Payable To Carlton Lakes CDD

Check Amount ~~\$3,357.36~~

Check Description Series 2015 - FY 24 Tax Dist. ID 655

Check Amount ~~\$1,653.65~~

Check Description Series 2017 - FY 24 Tax Dist. ID 655

Check Amount ~~\$1,670.48~~

Check Description Series 2018 - FY 24 Tax Dist. ID 655

Special Instructions Do not mail. Please give to Eric

Eric

(Please attach all supporting documentation: invoices, receipts, etc.)

Authorization

DM

Fund 001

G/L 20702

Object Code

Chk # _____ Date _____

Net O&M	989,859.01	47.091%	0.470900
Net DS 2015	558,854.23	26.586%	0.265900
Net DS 2017	275,260.24	13.095%	0.130900
Net DS 2018	278,061.70	13.228%	0.132300
Net Total	2,102,035.18	100.00%	1.000000

Dollar Amounts	Fiscal Year 2024 Percentages
989,859.01	47.091%
558,854.23	26.586%
275,260.24	13.095%
278,061.70	13.228%
2,102,035.18	100.00%
	1,000,000

Date Received	Amount Received	47.09%	47.09%	26.59%	26.59%	13.09%	13.09%	13.23%	13.23%	Distribution Number & Date Transferred	Proof	Payments / CDD check #
		Raw Numbers Operations Revenue	Rounded Operations Revenue	Raw Numbers 2015 Debt Service Revenue	Rounded 2015 Debt Service Revenue	Raw Numbers 2017 Debt Service Revenue	Rounded 2017 Debt Service Revenue	Raw Numbers 2018 Debt Service Revenue	Rounded 2018 Debt Service Revenue			
11/8/2023	13,786.94	6,492.34	6,492.34	3,665.44	3,665.44	1,805.39	1,805.39	1,823.77	1,823.77	-	-	3021
11/17/2023	25,012.12	11,778.33	11,778.33	6,649.81	6,649.81	3,275.32	3,275.32	3,308.66	3,308.66	-	-	3021
11/22/2023	42,642.77	20,080.70	20,080.70	11,337.15	11,337.15	5,584.05	5,584.05	5,640.88	5,640.87	-	-	3022
12/5/2023	138,886.58	65,402.39	65,402.39	36,924.86	36,924.86	18,187.11	18,187.11	18,372.21	18,372.22	-	-	3022
12/7/2023	1,652,821.03	778,321.79	778,321.79	439,424.63	439,424.63	216,435.92	216,435.92	218,638.69	218,638.69	-	-	3022
12/15/2023	32,975.88	15,528.51	15,528.51	8,767.08	8,767.08	4,318.17	4,318.17	4,362.12	4,362.12	-	-	3022
1/5/2024	12,628.14	5,946.66	5,946.66	3,357.36	3,357.36	1,653.65	1,653.65	1,670.48	1,670.48	(0.01)	(0.01)	
		-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	
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		-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	
TOTAL	1,918,753.46	903,550.72	903,550.72	510,126.33	510,126.33	251,259.61	251,259.61	253,816.80	253,816.81	(0.01)	(0.01)	
Net Total on Roll	2,102,035.18	989,859.01	989,859.01		558,854.23		275,260.24		278,061.70		-	
Collection Surplus / (Deficit)	(183,281.72)		(86,308.29)		(48,727.90)		(24,000.63)		(24,244.80)			

Hillsborough County Tax Collector - Distribution by Agency - CURRENT YEAR - for 12-11-2023 to 12-31-2023 dated 01-05-2024 - Run 01/04/2024 12:50PM

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Real Estate Installment	655	DD0128	BULLFROG CREEK CDD	532.31	0.00	0.00	0.00	-15.96	516.35	10.33	506.02
Real Estate Current, Real Estate Installment	655	DD0128	BULLFROG CREEK CDD	2,597.13	0.00	0.00	0.00	-77.90	2,519.23	50.39	2,468.84
Real Estate Current	655	DD0129	DG FARMS CDD	19,857.28	0.00	0.00	0.00	-604.81	19,252.47	385.05	18,867.42
Real Estate Installment	655	DD0129	DG FARMS CDD	5,569.93	0.00	0.00	0.00	-179.42	5,390.51	107.81	5,282.70
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Real Estate Current	655	DD0130	ENCORE CDD	5,022.00	0.00	0.00	0.00	-150.66	4,871.34	97.43	4,773.91
Real Estate Current	655	DD0131	LA COLLINA CDD	5,750.28	0.00	0.00	0.00	-172.51	5,577.77	111.55	5,466.22
Real Estate Installment	655	DD0131	LA COLLINA CDD	2,509.03	0.00	0.00	0.00	-75.27	2,433.76	48.69	2,385.07
Real Estate Current, Real Estate Installment	655	DD0131	LA COLLINA CDD	8,259.31	0.00	0.00	0.00	-247.78	8,011.53	160.24	7,851.29
Real Estate Installment	655	DD0132	BALLENTRAE HILLSBOROUGH CDD	1,260.59	0.00	0.00	0.00	-37.81	1,222.78	24.45	1,198.33
Real Estate Current	655	DD0133	WYNNMERE WEST CDD	2,618.26	0.00	0.00	0.00	-78.55	2,539.71	50.79	2,488.92
Real Estate Current	655	DD0134	RESERVE AT PRADERA CDD	7,959.76	0.00	0.00	0.00	-238.79	7,720.97	154.42	7,566.55
Real Estate Installment	655	DD0134	RESERVE AT PRADERA CDD	1,400.16	0.00	0.00	0.00	-42.01	1,358.15	27.17	1,330.98
Real Estate Current, Real Estate Installment	655	DD0134	RESERVE AT PRADERA CDD	9,359.92	0.00	0.00	0.00	-280.80	9,079.12	181.59	8,897.53
Real Estate Current	655	DD0135	CARLTON LAKES CDD	6,692.49	0.00	0.00	0.00	-200.77	6,491.72	129.82	6,361.90
Real Estate Installment	655	DD0135	CARLTON LAKES CDD	6,591.88	0.00	0.00	0.00	-197.75	6,394.13	127.89	6,266.24
Real Estate Current, Real Estate Installment	655	DD0135	CARLTON LAKES CDD	13,284.37	0.00	0.00	0.00	-398.52	12,885.85	257.71	12,628.14

Pro-Form Companies Inc
1822 4th St E
Palmetto, FL 34221 US
+81 05607938
john@pro-form.net

INVOICE

BILL TO
Carlton Lakes CDD

INVOICE # 2891
DATE 01/07/2024
DUE DATE 01/07/2024
TERMS Due on receipt

P.O.#
Community Entry @Clement Pride

ACTIVITY	QTY	RATE	AMOUNT
Services Repair and or replace posts, reattach where needed. Install new sections of black aluminum fence at required location with posts and surface mounted plates.	1	5,970.00	5,970.00
TOTAL			5,970.00
DEPOSIT			895.50
BALANCE DUE			\$5,074.50

Pro-Form Companies Inc
1822 4th St E
Palmetto, FL 34221 US
+81 05607938
john@pro-form.net

INVOICE

BILL TO
Carlton Lakes CDD

INVOICE # 2892
DATE 01/07/2024
DUE DATE 01/07/2024
TERMS Due on receipt

P.O.#
Entry By Mailbox

ACTIVITY	QTY	RATE	AMOUNT
Services Supply and install 90' of black aluminum railing to match existing, repair and reset 90' of other sections of fence that is required.	1	6,860.00	6,860.00
TOTAL			6,860.00
DEPOSIT			1,029.00
BALANCE DUE			\$5,831.00

Pro-Form Companies Inc
1822 4th St E
Palmetto, FL 34221 US
+81 05607938
john@pro-form.net

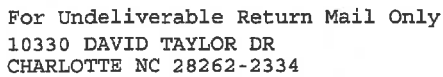
INVOICE

BILL TO
Carlton Lakes CDD

INVOICE # 2893
DATE 01/07/2024
DUE DATE 01/07/2024
TERMS Due on receipt

P.O.#
Gates By Pool

ACTIVITY	QTY	RATE	AMOUNT
Services	1	2,070.00	2,070.00
Supply galvanized barrier gates, 4" mounting posts w/ latch to lock. Labor and material			
TOTAL			2,070.00
DEPOSIT			310.50
BALANCE DUE			\$1,759.50



JAN 08

Please send your company remittance with your payment.



THE UNIVERSITY OF CHICAGO

**CARLTON LAKES CDD
2005 PAN AM CIR STE 120
TAMPA FL 33607-2529**

STATEMENT DATE	12/31/23
CUSTOMER #	6567415
Amount Due	5,500.00-
<p>Payment Options: Contact our credit office 888-481-2660</p> <p>REMIT TO: UNITED RENTALS (NORTH AMERICA),INC. PO BOX 100711 ATLANTA, GA 30384-0711</p>	

CURRENT	30-OVER	60-OVER	90-OVER	120-OVER	TOTAL	
5,500.00-					5,500.00-	

Invoice#	Date	Balance Due	Purchase Order	Job Site	Comment
-001	12/28/23	5500.00-		CK#1020 12/27/23	UNAPPLIED PAYMENT



12980 Tarpon Springs Road
Odessa, FL 33556

www.pinelakenurseryinc.com

INVOICE

Date	Invoice No.
01/19/24	3417
Terms	Due Date
Net 30	02/18/24

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
\$1,625.00	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
			\$1,625.00	\$0.00	\$1,625.00

Pine Lake Services, LLC
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.

Demo and Prep	\$1,625.00	\$0.00	\$1,625.00
Total	\$1,625.00	\$0.00	\$1,625.00



12980 Tarpon Springs Road
Odessa, FL 33556

pinelakellc.com

INVOICE

Date	Invoice No.
01/25/24	3510
Terms	Due Date
Net 30	02/24/24

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
\$714.00	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
			\$714.00	\$0.00	\$714.00

Pine Lake Services, LLC
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.c
om or (813) 948-4736.

Mainline Repair	\$714.00	\$0.00	\$714.00
Total	\$714.00	\$0.00	\$714.00



12980 Tarpon Springs Road
Odessa, FL 33556

pinelakellc.com

INVOICE

Date	Invoice No.
01/25/24	3511
Terms	Due Date
Net 30	02/24/24

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
\$3,430.40	

Please detach top portion and return with your payment.

QTY	ITEM	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
			\$3,430.40	\$0.00	\$3,430.40

Pine Lake Services, LLC
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.c
om or (813) 948-4736.

Replace malfunctioning clock
at the Balm Entrance on
Clement Pride.

<i>Irrigation Controller Replacement</i>	\$3,430.40	\$0.00	\$3,430.40
Total	\$3,430.40	\$0.00	\$3,430.40

Carlton Lakes Community Development District

Financial Statements
(Unaudited)

Period Ending
January 31, 2024

Prepared by:



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 January 31, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	SERIES 2018 DEBT SERVICE FUND	SERIES 2017 DEBT SERVICE FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM ASSETS FUND	TOTAL
ASSETS							
Cash - Operating Account	\$ 285,378	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,378
Cash In Bank	541,791	-	-	-	-	-	541,791
Cash in Transit	-	3,357	1,670	1,654	-	-	6,681
Accounts Receivable	9,250	-	-	-	-	-	9,250
Assessments Receivable	11,761	-	-	-	-	-	11,761
Due From Other Funds	10,881	4,224	-	2,089	-	-	17,194
Investments:							
Prepayment Account	-	119	147	-	-	-	266
Reserve Fund	-	251,444	140,500	103,845	-	-	495,789
Revenue Fund	-	632,335	256,969	282,517	-	-	1,171,821
Prepaid Trustee Fees	5,845	-	-	-	-	-	5,845
Deposits	21	-	-	-	-	-	21
Fixed Assets							
Construction Work In Process	-	-	-	-	13,793,221	-	13,793,221
Amount Avail In Debt Services	-	-	-	-	-	1,185,149	1,185,149
Amount To Be Provided	-	-	-	-	-	13,244,851	13,244,851
TOTAL ASSETS	\$ 864,927	\$ 891,479	\$ 399,286	\$ 390,105	\$ 13,793,221	\$ 14,430,000	\$ 30,769,018

LIABILITIES

Accounts Payable	\$ 34,611	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,611
Accrued Expenses	22,670	-	-	-	-	-	22,670
Notes/Loans Payable - Current	200,000	-	-	-	-	-	200,000
Bonds Payable	-	-	-	-	-	14,430,000	14,430,000
Due To Other Funds	-	-	17,194	-	-	-	17,194
TOTAL LIABILITIES	257,281	-	17,194	-	-	14,430,000	14,704,475

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of January 31, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 DEBT SERVICE FUND	SERIES 2018 DEBT SERVICE FUND	SERIES 2017 DEBT SERVICE FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM ASSETS FUND	TOTAL
FUND BALANCES							
Nonspendable:							
Prepaid Trustee Fees	5,845	-	-	-	-	-	5,845
Restricted for:							
Debt Service	-	891,479	382,092	390,105	-	-	1,663,676
Unassigned:	601,801	-	-	-	13,793,221	-	14,395,022
TOTAL FUND BALANCES	607,646	891,479	382,092	390,105	13,793,221	-	16,064,543
TOTAL LIABILITIES & FUND BALANCES	\$ 864,927	\$ 891,479	\$ 399,286	\$ 390,105	\$ 13,793,221	\$ 14,430,000	\$ 30,769,018

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>REVENUES</u>						
Interest - Investments	\$ -	\$ -	\$ 849	\$ 849	0.00%	\$ 331
Rental Income	7,500	2,500	3,250	750	43.33%	2,550
Special Assmnts- Tax Collector	928,589	789,301	903,551	114,250	97.30%	5,947
Other Miscellaneous Revenues	-	-	350	350	0.00%	-
TOTAL REVENUES	936,089	791,801	908,000	116,199	97.00%	8,828
<u>EXPENDITURES</u>						
<u>Administration</u>						
Supervisor Fees	18,000	6,000	4,400	1,600	24.44%	1,000
ProfServ-Trustee Fees	12,000	4,000	-	4,000	0.00%	-
Disclosure Report	10,900	3,633	3,633	-	33.33%	908
District Counsel	12,000	4,000	4,307	(307)	35.89%	-
District Engineer	6,000	2,000	-	2,000	0.00%	-
District Manager	49,000	16,333	14,667	1,666	29.93%	3,667
Auditing Services	7,600	2,533	4,500	(1,967)	59.21%	4,500
Website Compliance	1,000	333	1,542	(1,209)	154.20%	-
Annual Mailing	1,000	333	-	333	0.00%	-
Postage, Phone, Faxes, Copies	2,466	822	30	792	1.22%	11
Public Officials Insurance	2,548	849	2,294	(1,445)	90.03%	-
Legal Advertising	3,000	1,000	-	1,000	0.00%	-
Bank Fees	100	33	35	(2)	35.00%	35
Office Supplies	1,000	333	-	333	0.00%	-
Dues, Licenses, Subscriptions	175	58	5,675	(5,617)	3242.86%	-
Loan Expense	-	-	6,263	(6,263)	0.00%	-
Total Administration	126,789	42,260	47,346	(5,086)	37.34%	10,121

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
<u>Electric Utility Services</u>						
Utility - Electric	195,000	65,000	55,998	9,002	28.72%	-
StreetLight - Decorative Light Maint.	1,000	333	-	333	0.00%	-
Total Electric Utility Services	196,000	65,333	55,998	9,335	28.57%	-
<u>Garbage/Solid Waste Services</u>						
Garbage Collection	6,300	2,100	1,461	639	23.19%	365
Total Garbage/Solid Waste Services	6,300	2,100	1,461	639	23.19%	365
<u>Water-Sewer Comb Services</u>						
Utility - Water	30,000	10,000	2,604	7,396	8.68%	-
Total Water-Sewer Comb Services	30,000	10,000	2,604	7,396	8.68%	-
<u>Other Physical Environment</u>						
Waterway Management	7,980	2,660	2,660	-	33.33%	1,330
Pest Control	900	300	145	155	16.11%	145
Contracts-Waterway Maint.	5,000	1,667	-	1,667	0.00%	-
Contracts-Pools	22,000	7,333	7,600	(267)	34.55%	1,900
Security	13,750	3,750	-	3,750	0.00%	-
Onsite Staff	131,382	43,794	41,210	2,584	31.37%	8,742
Waterway Fish Stocking	2,500	833	-	833	0.00%	-
Postage, Phone, Faxes, Copies	3,600	1,200	814	386	22.61%	701
Insurance -Property & Casualty	28,939	9,646	34,853	(25,207)	120.44%	-
R&M-Other Landscape	15,000	5,000	15,870	(10,870)	105.80%	12,665
R&M-Pools	7,000	2,333	-	2,333	0.00%	-
R&M-Fitness Center	5,000	1,667	270	1,397	5.40%	-
Waterway Improvements & Repairs	5,000	1,667	-	1,667	0.00%	-
Landscape Maintenance	199,000	66,333	84,540	(18,207)	42.48%	34,791

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
Clubhouse Facility - Other	30,000	10,000	4,734	5,266	15.78%	1,272
Plant Replacement Program	5,000	1,667	-	1,667	0.00%	-
Landscape- Storm Clean Up & Tree Removal	15,000	5,000	-	5,000	0.00%	-
Irrigation Maintenance	15,000	5,000	6,487	(1,487)	43.25%	4,144
Misc-Holiday Lighting	2,000	667	-	667	0.00%	-
Special Events	6,250	2,917	-	2,917	0.00%	-
Total Other Physical Environment	520,301	173,434	199,183	(25,749)	38.28%	65,690
<u>Reserves</u>						
Capital Improvements	10,000	3,333	-	3,333	0.00%	-
Reserve	46,699	15,566	-	15,566	0.00%	-
Total Reserves	56,699	18,899	-	18,899	0.00%	-
TOTAL EXPENDITURES & RESERVES	936,089	312,026	306,592	5,434	32.75%	76,176
Excess (deficiency) of revenues						
Over (under) expenditures	-	479,775	601,408	121,633	0.00%	(67,348)
Net change in fund balance	\$ -	\$ 479,775	\$ 601,408	\$ 121,633	0.00%	\$ (67,348)
FUND BALANCE, BEGINNING (OCT 1, 2023)	6,237	6,237	6,237			
FUND BALANCE, ENDING	\$ 6,237	\$ 486,012	\$ 607,645			

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES						
Interest - Investments	\$ -	\$ -	\$ 10,100	\$ 10,100	0.00%	\$ 2,418
Special Assmnts- Tax Collector	498,444	423,677	510,126	86,449	102.34%	3,357
TOTAL REVENUES	498,444	423,677	520,226	96,549	104.37%	5,775
EXPENDITURES						
Debt Service						
Principal Debt Retirement	135,000	45,000	130,000	(85,000)	96.30%	-
Interest Expense	363,444	121,148	185,053	(63,905)	50.92%	-
Total Debt Service	498,444	166,148	315,053	(148,905)	63.21%	-
TOTAL EXPENDITURES	498,444	166,148	315,053	(148,905)	63.21%	-
Excess (deficiency) of revenues						
Over (under) expenditures	-	257,529	205,173	(52,356)	0.00%	5,775
Net change in fund balance	\$ -	\$ 257,529	\$ 205,173	\$ (52,356)	0.00%	\$ 5,775
FUND BALANCE, BEGINNING (OCT 1, 2023)	686,306	686,306	686,306			
FUND BALANCE, ENDING	\$ 686,306	\$ 943,835	\$ 891,479			

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES						
Interest - Investments	\$ -	\$ -	\$ 3,705	\$ 3,705	0.00%	\$ 1,015
Special Assmnts- Tax Collector	277,388	235,780	253,817	18,037	91.50%	1,670
Special Assmnts- CDD Collected	-	-	11,761	11,761	0.00%	-
TOTAL REVENUES	277,388	235,780	269,283	33,503	97.08%	2,685
EXPENDITURES						
Debt Service						
Principal Debt Retirement	75,000	25,000	-	25,000	0.00%	-
Interest Expense	202,388	67,463	101,944	(34,481)	50.37%	-
Total Debt Service	277,388	92,463	101,944	(9,481)	36.75%	-
TOTAL EXPENDITURES	277,388	92,463	101,944	(9,481)	36.75%	-
Excess (deficiency) of revenues Over (under) expenditures	-	143,317	167,339	24,022	0.00%	2,685
Net change in fund balance	\$ -	\$ 143,317	\$ 167,339	\$ 24,022	0.00%	\$ 2,685
FUND BALANCE, BEGINNING (OCT 1, 2023)	214,753	214,753	214,753			
FUND BALANCE, ENDING	\$ 214,753	\$ 358,070	\$ 382,092			

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES						
Interest - Investments	\$ -	\$ -	\$ 4,240	\$ 4,240	0.00%	\$ 972
Special Assmnts- Tax Collector	255,756	217,393	251,260	33,867	98.24%	1,654
TOTAL REVENUES	255,756	217,393	255,500	38,107	99.90%	2,626
EXPENDITURES						
Debt Service						
Principal Debt Retirement	80,000	26,667	80,000	(53,333)	100.00%	-
Interest Expense	175,756	58,585	89,678	(31,093)	51.02%	-
Total Debt Service	255,756	85,252	169,678	(84,426)	66.34%	-
TOTAL EXPENDITURES	255,756	85,252	169,678	(84,426)	66.34%	-
Excess (deficiency) of revenues						
Over (under) expenditures	-	132,141	85,822	(46,319)	0.00%	2,626
Net change in fund balance	\$ -	\$ 132,141	\$ 85,822	\$ (46,319)	0.00%	\$ 2,626
FUND BALANCE, BEGINNING (OCT 1, 2023)	304,283	304,283	304,283			
FUND BALANCE, ENDING	\$ 304,283	\$ 436,424	\$ 390,105			

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	JAN-24 ACTUAL
REVENUES						
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
TOTAL REVENUES	-	-	-	-	0.00%	-
EXPENDITURES						
TOTAL EXPENDITURES	-	-	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	0.00%	-
Net change in fund balance	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2023)	-	-	13,793,221			
FUND BALANCE, ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,793,221</u>			

CARLTON LAKES CDD

Bank Reconciliation

Bank Account No.	3638	TRUIST - GF Operating
Statement No.	01-24	
Statement Date	1/31/2024	

G/L Balance (LCY)	285,377.66	Statement Balance	296,163.26
G/L Balance	285,377.66	Outstanding Deposits	25.00
Positive Adjustments	0.00		
		Subtotal	296,188.26
Subtotal	285,377.66	Outstanding Checks	10,810.60
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	285,377.66	Ending Balance	285,377.66
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference	
Checks							
12/19/2023	Payment	3025	CARLTON LAKES CDD	17,447.37	17,447.37	0.00	
12/19/2023	Payment	3026	ELIZABETH DIAZ	200.00	200.00	0.00	
12/19/2023	Payment	3029	INFRAMARK LLC	4,621.39	4,621.39	0.00	
12/19/2023	Payment	3032	NICOLE MICHELE SNELLING	200.00	200.00	0.00	
12/19/2023	Payment	3034	RENA DIANE VANCE	200.00	200.00	0.00	
12/19/2023	Payment	3035	ZEBRA CLEANING TEAM	1,900.00	1,900.00	0.00	
1/10/2024	Payment	3036	CINTAS FIRE 636525	926.31	926.31	0.00	
1/10/2024	Payment	3037	FLORIDA LEAK LOCATORS	1,999.00	1,999.00	0.00	
1/10/2024	Payment	3038	GOTO COMMUNICATIONS INC.	113.54	113.54	0.00	
1/10/2024	Payment	3039	INFRAMARK LLC	4,618.97	4,618.97	0.00	
1/10/2024	Payment	3040	PINE LAKE SERVICES	19,175.11	19,175.11	0.00	
1/10/2024	Payment	3041	STRALEY ROBIN VERICKER	2,350.00	2,350.00	0.00	
1/11/2024	Payment	DD153	Payment of Invoice 001148	365.14	365.14	0.00	
1/12/2024	Payment	3043	PRO-FORM COMPANIES, INC.	12,665.00	12,665.00	0.00	
1/12/2024	Payment	DD154	Payment of Invoice 001188	4,004.64	4,004.64	0.00	
1/18/2024	Payment	3045	ELIZABETH DIAZ	200.00	200.00	0.00	
1/18/2024	Payment	3046	FREDDY BARTON	200.00	200.00	0.00	
1/18/2024	Payment	3047	NICHOLLE D. PALMER	200.00	200.00	0.00	
1/18/2024	Payment	3048	NICOLE MICHELE SNELLING	200.00	200.00	0.00	
1/18/2024	Payment	3049	RENA DIANE VANCE	200.00	200.00	0.00	
1/25/2024	Payment	DD155	Payment of Invoice 001184	18,209.78	18,209.78	0.00	
1/30/2024		JE000716	Wlre transfer to fund account	500,000.00	500,000.00	0.00	
1/26/2024	Payment	DD156	Payment of Invoice 001222	4,737.57	4,737.57	0.00	
1/29/2024	Payment	DD157	Payment of Invoice 001244	262.96	262.96	0.00	
1/31/2024		JE000739	Truist CC-lowes, Home depot, Krafty	1,045.92	1,045.92	0.00	
Total Checks				596,042.70	596,042.70	0.00	
Deposits							
1/25/2024		JE000679	CK#701## - Clubhouse Rental	G/L	150.00	150.00	0.00
1/25/2024		JE000680	CK#399## - Clubhouse Rental	G/L	500.00	500.00	0.00
1/25/2024		JE000681	CK#490## - Clubhouse Rental	G/L	225.00	225.00	0.00
1/25/2024		JE000682	CK#2030### - Clubhouse Rental	G/L	175.00	175.00	0.00
1/25/2024		JE000683	CK#381## - Clubhouse Rental	G/L	75.00	75.00	0.00

CARLTON LAKES CDD

Bank Reconciliation

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
1/25/2024		JE000684	CK#1068### - Clubhouse Rental	G/L	300.00	300.00	0.00
1/25/2024		JE000685	MO##### - Clubhouse Rental	G/L	100.00	100.00	0.00
1/25/2024		JE000686	MO##### - Clubhouse Rental	G/L	100.00	100.00	0.00
1/25/2024		JE000687	MO#550055776##### - Clubhouse	G/L	200.00	200.00	0.00
1/25/2024		JE000688	MO##### - Clubhouse Rental	G/L	25.00	25.00	0.00
1/25/2024		JE000689	MO##### - Clubhouse Rental	G/L	50.00	50.00	0.00
1/25/2024		JE000690	MO##### - Clubhouse Rental	G/L	175.00	175.00	0.00
1/25/2024		JE000691	MO##### - Clubhouse Rental	G/L	150.00	150.00	0.00
1/25/2024		JE000692	MO##### - Clubhouse Rental	G/L	25.00	25.00	0.00
1/25/2024		JE000693	CK##### - Clubhouse Rental	G/L	125.00	125.00	0.00
1/25/2024		JE000694	CK#14##### - Clubhouse Rental	G/L	150.00	150.00	0.00
1/30/2024		JE000715	MO##### - Clubhouse Rental	G/L	25.00	25.00	0.00
1/5/2024		JE000718	Debt Service/ Tax Revenue	G/L	12,628.14	12,628.14	0.00
Total Deposits					15,178.14	15,178.14	0.00

Outstanding Checks

8/11/2023	Payment	DD133	Payment of Invoice 000876		2,229.11	0.00	2,229.11
1/10/2024	Payment	3042	ZEBRA CLEANING TEAM		1,900.00	0.00	1,900.00
1/22/2024	Payment	3050	CARLTON LAKES CDD		6,681.49	0.00	6,681.49
Total Outstanding Checks.....					10,810.60		10,810.60

Outstanding Deposits

4/28/2023		JE000230	CK#1484### - Clubhouse Rental	G/L	25.00	0.00	25.00
Total Outstanding Deposits.....					25.00		25.00



999-99-99-99 51371 18 C 001 30 S 66 002
CARLTON LAKES COMMUNITY DEVELOPMENT
DISTRICT
OPERATING ACCT
2005 PAN AM CIR STE 300
TAMPA FL 33607-6008

Your account statement
For 01/31/2024

Contact us



Truist.com



(844) 4TRUIST or
(844) 487-8478

■ PUBLIC FUND ANALYZED CHECKING [REDACTED]

Account summary

Your previous balance as of 12/29/2023	\$877,027.82
Checks	- 67,416.69
Other withdrawals, debits and service charges	- 528,626.01
Deposits, credits and interest	+ 15,178.14
Your new balance as of 01/31/2024	= \$296,163.26

Interest summary

Interest paid this statement period	\$0.00
2023 interest paid year-to-date	\$29.00
Interest rate	0.00%

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
01/03	3025	17,447.37	01/18	3036	926.31	01/16	* 3043	12,665.00
01/03	3026	200.00	01/17	3037	1,999.00	01/26	* 3045	200.00
01/03	* 3029	4,621.39	01/18	3038	113.54	01/29	3046	200.00
01/12	* 3032	200.00	01/19	3039	4,618.97	01/29	3047	200.00
01/02	* 3034	200.00	01/19	3040	19,175.11	01/24	3048	200.00
01/02	3035	1,900.00	01/17	3041	2,350.00	01/23	3049	200.00

* indicates a skip in sequential check numbers above this item

Total checks = \$67,416.69

Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
01/11	RECURRING INTERNET PAYMENT INTERNET WASTE MANAGEMENT 043000099068608	365.14
01/12	ACH CORP DEBIT PAYROLL DECISIONHR Carlton Lakes CDD CUSTOMER ID 8512	4,004.64
01/25	UTILITYBIL TECO/PEOPLE GAS 6203 CARLTON LAKES CDD	18,209.78
01/26	ACH CORP DEBIT PAYROLL DECISIONHR Carlton Lakes CDD CUSTOMER ID 8512	4,737.57
01/29	SPECTRUM SPECTRUM 0280 CARLTON LAKES CDD	262.96
01/30	PC NON-REPETITIVE WIRE WIRE REF# 20240130-00022584	500,000.00
01/31	TRUIST ONLINE CREDIT CARD PMT TO ****3567 -	1,045.92

Total other withdrawals, debits and service charges = \$528,626.01

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
01/05	PAYMENT HILLSTAX COLLECT 0135 CARLTON LAKES CDD	12,628.14
01/25	COUNTER DEPOSIT	2,525.00
01/30	COUNTER DEPOSIT	25.00

Total deposits, credits and interest = \$15,178.14

Changes are being made effective February 2, 2024, to the Commercial Bank Services Agreement ("CBSA") that governs your account, including a new paragraph titled Fraud Detection Products. Continued use of your account after the effective date constitutes your acceptance of the changes. The most current version of the CBSA can be obtained at any Truist branch or online at www.truist.com/CBSA. All future transactions on your account will be governed by the amended CBSA. If you have any questions about this change, contact your local Truist branch, your relationship manager, or call 844-4TRUIST (844-487-8478).

Important: Fee Changes.

Truist has completed an annual review of additional banking fees and services. As of January 1, 2024, fees have changed for select deposit, treasury solutions and digital products. Visit www.truist.com/2024pricingchanges for a full list of impacted services.



Questions, comments or errors?

For general questions/comments or to report errors about your statement or account, please call us at 1-844-4TRUIST (1-844-487-8478) 24 hours a day, 7 days a week. Truist Contact Center teammates are available to assist you from 8am 8pm EST Monday-Friday and 8am 5pm EST on Saturday. You may also contact your local Truist branch. To locate a Truist branch in your area, please visit [Truist.com](https://www.truist.com).

Electronic fund transfers (For Consumer Accounts Only. Commercial Accounts refer to the Commercial Bank Services Agreement.)

Services such as Bill Payments and Zelle® are subject to the terms and conditions governing those services, which may not provide an error resolution process in all cases. Please refer to the terms and conditions for those services.

In case of errors or questions about your electronic fund transfers, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, IMMEDIATELY call 1-844-487-8478 or write to:

Fraud Management
P.O. Box 1014
Charlotte, NC 28201

Tell us as soon as you can, if you think your statement or receipt is wrong, or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent the FIRST statement on which the problem or error appeared.

- Tell us your name and deposit account number (if any)
- Describe the error or transfer you are unsure of, and explain as clearly as you can why you believe it is an error or why you need more information
- Tell us the dollar amount of the suspected error

If you tell us orally, we may require that you also send us your complaint or question in writing within ten (10) business days. We will tell you the results of our investigation within ten (10) business days after we hear from you, and we will correct any error promptly. If we need more time, however, we may take up to forty-five (45) days to investigate your complaint or questions for ATM transactions made within the United States and up to ninety (90) days for new accounts, foreign initiated transactions and point-of-sale transactions. If we decide to do this, we will re-credit your account within ten (10) business days for the amount you think is in error, minus a maximum of \$50. If we ask you to put your complaint in writing, and we do not receive it within ten (10) business days, we may not re-credit your account and you will not have use of the money during the time it takes us to complete our investigation.

Tell us AT ONCE if you believe your access device has been lost or stolen, or someone may have electronically transferred money from your account without your permission, or someone has used information from a check to conduct an unauthorized electronic fund transfer. If you tell us within two (2) business days after you learn of the loss or theft of your access device or the unauthorized transaction, you can lose no more than \$50 if someone makes electronic transfers without your permission.

If you do NOT tell us within two (2) business days after you learn of the loss or theft of your access device or the unauthorized transaction, and we can prove we could

have stopped someone from making electronic transfers without your permission if you had told us, you could lose as much as \$500. Also, if your periodic statement shows transfers you did not make, tell us at once. If you do not tell us within sixty (60) days after the statement was mailed to you, you may not get back any money you lost after sixty (60) days if we can prove we could have stopped someone from taking the money if you had told us in time.

Important information about your Truist Ready Now Credit Line Account

Once advances are made from your Truist Ready Now Credit Line Account, an INTEREST CHARGE will automatically be imposed on the account's outstanding "Average daily balance." The INTEREST CHARGE is calculated by applying the "Daily periodic rate" to the "Average daily balance" of your account (including current transactions) and multiplying this figure by the number of days in the billing cycle. To get the "Average daily balance," we take the beginning account balance each day, add any new advances or debits, and subtract any payments or credits and the last unpaid INTEREST CHARGE. This gives us the daily balance. Then we add all of the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "Average daily balance."

Billing Rights Summary

In case of errors or questions about your Truist Ready Now Credit Line statement

If you think your statement is incorrect, or if you need more information about a Truist Ready Now Credit Line transaction on your statement, please call 1-844-4TRUIST or visit your local Truist branch. To dispute a payment, please write to us on a separate sheet of paper at the following address:

Card and Direct to Consumer Lending
PO Box 200
Wilson NC 27894-0200

We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the error or problem appeared. You may telephone us, but doing so will not preserve your rights. In your letter, please provide the following information:

- Your name and account number
- Describe the error or transfer you are unsure about, and explain in detail why you believe this is an error or why you need more information
- The dollar amount of the suspected error

During our investigation process, you are not responsible for paying any amount in question; you are, however, obligated to pay the items on your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount in question.

Mail-in deposits

If you wish to mail a deposit, please send a deposit ticket and check to your local Truist branch. Visit [Truist.com](https://www.truist.com) to locate the Truist branch closest to you. Please do not send cash.

Change of address

If you need to change your address, please visit your local Truist branch or call Truist Contact Center at 1-844-4TRUIST (1-844-487-8478).

How to Reconcile Your Account		Outstanding Checks and Other Debits (Section A)			
1. List the new balance of your account from your latest statement here:		Date/Check #	Amount	Date/Check #	Amount
2. Record any outstanding debits (checks, check card purchases, ATM withdrawals, electronic transactions, etc.) in section A. Record the transaction date, the check number or type of debit and the debit amount. Add up all of the debits, and enter the sum here:					
3. Subtract the amount in Line 2 above from the amount in Line 1 above and enter the total here:					
4. Record any outstanding credits in section B. Record the transaction date, credit type and the credit amount. Add up all of the credits and enter the sum here:					
5. Add the amount in Line 4 to the amount in Line 3 to find your balance. Enter the sum here. This amount should match the balance in your register.					
		Outstanding Deposits and Other Credits (Section B)			
		Date/Type	Amount	Date/Type	Amount

For more information, please contact your local Truist branch, visit [Truist.com](https://www.truist.com) or contact us at 1-844-4TRUIST (1-844-487-8478). MEMBER FDIC

CARLTON LAKES CDD

Bank Reconciliation

Bank Account No. 3600 Valley - GF
Statement No. 01-24
Statement Date 1/31/2024

G/L Balance (LCY)	541,790.53	Statement Balance	541,790.53
G/L Balance	541,790.53	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	541,790.53
Subtotal	541,790.53	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	541,790.53	Ending Balance	541,790.53
Difference	0.00		

Posting Date	Document Type	Document No.	Description		Amount	Cleared Amount	Difference
Checks							
1/26/2024	Payment	DD503	Payment of Invoice 001196		878.24	878.24	0.00
Total Checks					878.24	878.24	0.00
Deposits							
1/30/2024		JE000716	Wire Transfer	G/L	500,000.00	500,000.00	0.00
1/31/2024		JE000719	Interest Revenue	G/L	330.95	330.95	0.00
Total Deposits					500,330.95	500,330.95	0.00



P.O. Box 558
Wayne, NJ 07474-0558

Last Statement:
Statement Ending:
Page:

December 31, 2023
January 31, 2024
1 of 2



CARLTON LAKES CDD
210 N UNIVERSITY DR SUITE 702
CORAL SPRINGS FL 33071



Email: contactus@valley.com



Visit Us Online: www.valley.com



Mail To: 1720 Route 23, Wayne, NJ 07470

Account Statement

GOVERNMENT CHECKING - [REDACTED]

SUMMARY FOR THE PERIOD: 01/01/24 - 01/31/24

Beginning Balance	+	Deposits & Other Credits	-	Withdrawals & Other Debits	=	Ending Balance
\$42,337.82		\$500,330.95		\$878.24		\$541,790.53

TRANSACTIONS

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	Beginning Balance			\$42,337.82
01/26	ACH DEBIT HC-WATER INTERNET 240126 043000096077754	-\$878.24		\$41,459.58
01/30	WIRE IN 202401300018930 CARLTON LAKES COMM UNITY DEVELOPMENT		\$500,000.00	\$541,459.58
01/31	INTEREST CREDIT		\$330.95	\$541,790.53
Ending Balance				\$541,790.53

INTEREST RATE CALCULATIONS

Avg. Stmt. Collected Balance	\$74,425.00	Annual % Yield Earned	5.38%
Year-to-Date Interest Paid	\$330.95	Interest Paid	\$330.95





P.O. Box 558
Wayne, NJ 07474-0558

Account Number:
Statement Date:
Page :

01/31/2024
2 of 2

To Reconcile Your Account

1. Compare the checks listed as paid on your statement with the entries appearing in your checkbook to insure that they have been properly charged to your account.
2. Create a list of all checks that have been issued by you but have not been paid by Valley (Check(s) Outstanding).
3. Add to your checkbook balance any credit not already recorded in the checkbook.
4. Deduct from your checkbook any service charge or other charges (including automatic deductions) which you have not already recorded in your checkbook.
5. Follow the instructions listed in the Balance Reconciliation section below.

Balance Reconciliation

1 Enter ending statement balance	
2 Add deposits recorded in your checkbook but not shown on this statement.	
3 Total (1 plus 2 above)	
4 Subtract total check(s) outstanding	
5 Balance (3 less 4 should equal checkbook balance)	

Finance Charge Computation For Personal Line Of Credit

The Finance Charge that accrues in any monthly billing period is determined on each day in the monthly billing cycle by multiplying the Daily Periodic Rate by the outstanding principal balance (after subtracting payments and adding advances posted that day); then we add the results of these calculations for the number of days in the billing cycle. The Daily Periodic Rate is the Annual Percentage Rate in effect during the monthly billing cycle divided by 365.

In Case Of Errors Or Questions About Your Personal Line Of Credit Transactions

A. Pursuant To The Federal Fair Credit Billing Act

If you think your statement is wrong or if you need more information about checking transactions on your statement which did not arise from an electronic transfer, write us as soon as possible at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. You can contact us at 800-522-4100, but doing so will not preserve your rights. In your letter, give us your name and account number and the dollar amount of the suspected error. Describe the error and explain, if you can,

why you believe there is an error. If you need more information, describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

B. Under Applicable State Law

If you rely upon the 3 months period provided by state law, you may lose important rights that could be preserved by action more promptly under the federal law described in the first paragraph in this section. State law provisions apply only after expiration of the time period for submitting a proper written notice of a billing error under federal law.

In Case Of Error Or Questions About Your Electronic Transfers (Pursuant to the Electronic Fund Transfer Act. Applicable to personal accounts only; does not pertain to wire transfers.)

If you think your statement or receipt is wrong or if you need more information about an electronic transfer on the statement or receipt, please contact us at 800-522-4100; write us at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. Tell us your name and account number and the dollar amount of the suspected error. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this or 20 business days if your notice of error involves an electronic fund transfer to or from the account within 30 days after the first deposit to the account was made, we will provisionally credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

For additional terms and conditions applicable to your account statement, please refer to your account agreement.



Carlton Lakes Community Development District
Expenditure Report - General Fund
For the Period(s) from Oct 01, 2023 to Jan 31, 2024
(Sorted by Department)

Posting Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
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DEPARTMENT NAME: LEGISLATIVE

Account Name: Supervisor Fees

10/05/23	511100-51101-5000	FB 100523	VENDOR	FREDDY BARTON	SUPERVISOR FEE - 10/05/23	200.00
10/05/23	511100-51101-5000	RV 100523	VENDOR	RENA DIANE VANCE	SUPERVISOR FEE - 10/05/23	200.00
10/05/23	511100-51101-5000	ED 100523	VENDOR	ELIZABETH DIAZ	SUPERVISOR FEE - 10/05/23	200.00
10/05/23	511100-51101-5000	NS 100523	VENDOR	NICOLE MICHELE SNELLING	SUPERVISOR FEE - 10/05/23	200.00
10/05/23	511100-51101-1000	NP 100523	VENDOR	NICHOLLE D. PALMER	SUPERVISOR FEE - 10/05/23	200.00
10/05/23	511100-51101-5000	JE000602	JE		REVERSAL - NICOLE MICHELE SNELLING INCORRECT VENDOR	(200.00)
10/05/23	511100-51101-5000	JE000602	JE		REVERSAL - NICOLE MICHELE SNELLING INCORRECT VENDOR	200.00
10/19/23	511100-51101-5000	ED 101923	VENDOR	ELIZABETH DIAZ	SUPERVISOR FEE 10/19/23	200.00
10/19/23	511100-51101-5000	NP 101923	VENDOR	NICOLE MICHELE SNELLING	SUPERVISOR FEE 10/19/23	200.00
10/19/23	511100-51101-5000	RV 101923	VENDOR	RENA DIANE VANCE	SUPERVISOR FEE 10/19/23	200.00
10/19/23	511100-51101-5000	FB 101923	VENDOR	FREDDY BARTON	SUPERVISOR FEE 10/19/23	200.00
10/19/23	511100-51101-5000	CM NP101923	VENDOR	NICOLE MICHELE SNELLING	INCORRECT VENDOR	(200.00)
10/19/23	511100-51101-5000	NP 101923	VENDOR	NICHOLLE D. PALMER	SUPERVISOR FEE - 11/19/23	200.00
11/01/23	511100-51101-5000	NS 110123	VENDOR	NICOLE MICHELE SNELLING	SUPERVISOR FEE 11/02/23	200.00
11/02/23	511100-51101-5000	FB 110223	VENDOR	FREDDY BARTON	SUPERVISOR FEE 11/02/23	200.00
11/02/23	511100-51101-5000	RV 110223	VENDOR	RENA DIANE VANCE	SUPERVISOR FEE 11/02/23	200.00
12/07/23	511100-51101-5000	FB 120723	VENDOR	FREDDY BARTON	SUPERVISOR FEE - 12/07/23	200.00
12/07/23	511100-51101-5000	RV 120723	VENDOR	RENA DIANE VANCE	SUPERVISOR FEE - 12/07/23	200.00
12/07/23	511100-51101-5000	NP 120723	VENDOR	NICHOLLE D. PALMER	SUPERVISOR FEE - 12/07/23	200.00
12/07/23	511100-51101-5000	ED 120723	VENDOR	ELIZABETH DIAZ	SUPERVISOR FEE - 12/07/23	200.00
12/07/23	511100-51101-5000	NS 120723	VENDOR	NICOLE MICHELE SNELLING	SUPERVISOR FEE - 12/07/23	200.00
01/04/24	511100-51101-5000	FB 010424	VENDOR	FREDDY BARTON	SUPERVISOR FEE - 01/04/24	200.00
01/04/24	511100-51101-5000	NP 010424	VENDOR	NICHOLLE D. PALMER	SUPERVISOR FEE - 01/04/24	200.00
01/04/24	511100-51101-5000	RV 010424	VENDOR	RENA DIANE VANCE	SUPERVISOR FEE - 01/04/24	200.00
01/04/24	511100-51101-5000	EM 010424	VENDOR	ELIZABETH DIAZ	SUPERVISOR FEE - 01/04/24	200.00
01/04/24	511100-51101-5000	NS 010424	VENDOR	NICOLE MICHELE SNELLING	SUPERVISOR FEE - 01/04/24	200.00

YTD Total 4,400.00

Annual Budget \$18,000.00

Amount Remaining / (Budget overage) \$13,600.00

% of Budget 24.4%

Legislative Department Total: \$4,400.00

DEPARTMENT NAME: FINANCIAL AND ADMINISTRATIVE

Account Name: ProfServ-Trustee Fees

						YTD Total	-
						Annual Budget	\$12,000.00
						Amount Remaining / (Budget overage)	\$12,000.00
						% of Budget	0.0%

Account Name: Disclosure Report

10/31/23	531142-51301-5000	JE000582	JE		Accrue Oct Inframark inv	908.33
11/01/23	531142-51301-5000	JE000583	JE		Rev - Accrue Oct Inframark inv	(908.33)
11/01/23	531142-51301-5000	JE000638	JE		Accrue October Services	908.33
11/20/23	531142-51301-5000	104758	VENDOR	INFRAMARK LLC	DISTRICT INVOICE NOVEMBER 2023	908.33
12/21/23	531142-51301-5000	107108	VENDOR	INFRAMARK LLC	DISTRICT INVOICE DECEMBER 2023	908.33
01/24/24	531142-51301-5000	108598	VENDOR	INFRAMARK LLC	DISTRICT INVOICE JANUARY 2024	908.33

YTD Total 3,633.32

Annual Budget \$10,900.00

Amount Remaining / (Budget overage) \$7,266.68

% of Budget 33.3%

Account Name: District Engineer

						YTD Total	-
						Annual Budget	\$6,000.00
						Amount Remaining / (Budget overage)	\$6,000.00
						% of Budget	0.0%

Account Name: District Manager

10/31/23	531150-51301-5000	JE000582	JE		Accrue Oct Inframark inv	3,666.67
11/01/23	531150-51301-5000	JE000583	JE		Rev - Accrue Oct Inframark inv	(3,666.67)
11/01/23	531150-51301-5000	JE000638	JE		Accrue October Services	3,666.67
11/20/23	531150-51301-5000	104758	VENDOR	INFRAMARK LLC	DISTRICT INVOICE NOVEMBER 2023	3,666.67
12/21/23	531150-51301-5000	107108	VENDOR	INFRAMARK LLC	DISTRICT INVOICE DECEMBER 2023	3,666.67
01/24/24	531150-51301-5000	108598	VENDOR	INFRAMARK LLC	DISTRICT INVOICE JANUARY 2024	3,666.67

YTD Total 14,666.68

Annual Budget \$49,000.00

Amount Remaining / (Budget overage) \$34,333.32

% of Budget 29.9%

Carlton Lakes Community Development District
Expenditure Report - General Fund
For the Period(s) from Oct 01, 2023 to Jan 31, 2024
(Sorted by Department)

Posting Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
Account Name: Auditing Services						
01/01/24	532002-51301-5000	JE000740	JE		AUDIT FYE 09/30/2023	4,500.00
						YTD Total 4,500.00
						Annual Budget \$7,600.00
						Amount Remaining / (Budget overage) \$3,100.00
						% of Budget 59.2%
Account Name: Website Compliance						
11/01/23	534397-51301-5000	3030	VENDOR	ADA SITE COMPLIANCE	COMPLIANCE	1,500.00
11/30/23	534397-51301-5000	105772	VENDOR	INFRAMARK LLC	DISRICT SERVICES NOVEMBER 2023	41.98
						YTD Total 1,541.98
						Annual Budget \$1,000.00
						Amount Remaining / (Budget overage) (\$541.98)
						% of Budget 154.2%
Account Name: Annual Mailing						
						YTD Total -
						Annual Budget \$1,000.00
						Amount Remaining / (Budget overage) \$1,000.00
						% of Budget 0.0%
Account Name: Postage, Phone, Faxes, Copies						
10/30/23	541024-51301-5000	103551	VENDOR	INFRAMARK LLC	DISRICT SERVICES OCTOBER 2023	0.63
11/30/23	541024-51301-5000	105772	VENDOR	INFRAMARK LLC	DISRICT SERVICES NOVEMBER 2023	4.41
12/21/23	541024-51301-5000	107108	VENDOR	INFRAMARK LLC	DISRICT INVOICE DECEMBER 2023	13.23
12/21/23	541024-51301-5000	107108	VENDOR	INFRAMARK LLC	DISRICT INVOICE DECEMBER 2023	0.75
01/30/24	541024-51301-5000	108858	VENDOR	INFRAMARK LLC	DISTRICT SERVICES JANUARY 2024	9.45
01/30/24	541024-51301-5000	108858	VENDOR	INFRAMARK LLC	DISTRICT SERVICES JANUARY 2024	1.20
						YTD Total 29.67
						Annual Budget \$2,466.00
						Amount Remaining / (Budget overage) \$2,436.33
						% of Budget 1.2%
Account Name: Public Officials Insurance						
10/01/23	545008-51301-5000	20385	VENDOR	EGIS INSURANCE	POLICY RENEWAL	2,294.00
10/01/23	545008-51301-5000	CM20385	VENDOR	EGIS INSURANCE	ALREADY PAID	(2,294.00)
11/30/23	545008-51301-5000	JE000648	JE		Policy Renewal	2,294.00
						YTD Total 2,294.00
						Annual Budget \$2,548.00
						Amount Remaining / (Budget overage) \$254.00
						% of Budget 90.0%
Account Name: Legal Advertising						
						YTD Total -
						Annual Budget \$3,000.00
						Amount Remaining / (Budget overage) \$3,000.00
						% of Budget 0.0%
Account Name: Bank Fees						
01/31/24	549142-51301-5000	JE000739	JE		Truist CC- Bank Fee	35.44
						YTD Total 35.44
						Annual Budget \$100.00
						Amount Remaining / (Budget overage) \$64.56
						% of Budget 35.4%
Account Name: Office Supplies						
						YTD Total -
						Annual Budget \$1,000.00
						Amount Remaining / (Budget overage) \$1,000.00
						% of Budget 0.0%
Account Name: Dues, Licenses, Subscriptions						
10/02/23	554020-51301-5000	DEO 100223 ACH	VENDOR	DEPARTMENT OF ECONOMIC OPPORTUNITY	FY 24 SPECIAL DISTRICT FEE	175.00
12/31/23	554020-51301-5000	6567415 123123	VENDOR	UNITED RENTALS	RENTAL FEE	5,500.00
						YTD Total 5,675.00
						Annual Budget \$175.00
						Amount Remaining / (Budget overage) (\$5,500.00)
						% of Budget 3242.9%
Account Name: Loan Expense						
11/08/23	571054-51301-5000	JE000646	JE		Loan Expense	(6,263.00)
11/08/23	571054-51301-5000	JE000647	JE		Record Loan Fees	6,263.00
11/08/23	571054-51301-5000	JE000646	JE		Loan Expense	6,263.00
						YTD Total 6,263.00
						Annual Budget \$0.00
						Amount Remaining / (Budget overage) (\$6,263.00)

Carlton Lakes Community Development District
Expenditure Report - General Fund
For the Period(s) from Oct 01, 2023 to Jan 31, 2024
(Sorted by Department)

Posting Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
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% of Budget n/a

Financial And Administrative Department Total: \$38,639.09

DEPARTMENT NAME: LEGAL COUNSEL

Account Name: District Counsel

10/31/23	531146-51401-5000	23848	VENDOR	STRALEY ROBIN VERICKER	GENERAL CONSULTING - PROFESSIONAL SERVICES THRU -	1,956.50
12/18/23	531146-51401-5000	23915	VENDOR	STRALEY ROBIN VERICKER	GENERAL CONSULTING - PROFESSIONAL SERVICES THRU -	2,350.00
						YTD Total 4,306.50
						Annual Budget \$12,000.00
						<i>Amount Remaining / (Budget overage) \$7,693.50</i>
						<i>% of Budget 35.9%</i>

Legal Counsel Department Total: \$4,306.50

DEPARTMENT NAME: ELECTRIC UTILITY SERVICES

Account Name: Utility - Electric

10/31/23	543041-53100-5000	6203 110323 ACH	VENDOR	TECO	BULK BILLING - ELECTRICITY - 09/16/23-10/16/23	18,184.96
11/30/23	543041-53100-5000	6203 120623 ACH	VENDOR	TECO	BULK BILLING - ELECTRICITY SERVICE - 10/17/23-11/1	19,603.25
12/14/23	543041-53100-5000	6203 010824 ACH	VENDOR	TECO	BULK BILLING - ELECTRICITY SERVICE	18,209.78
						YTD Total 55,997.99
						Annual Budget \$195,000.00
						<i>Amount Remaining / (Budget overage) \$139,002.01</i>
						<i>% of Budget 28.7%</i>

Account Name: StreetLight - Decorative Light Maint.

YTD Total	-
Annual Budget	\$1,000.00
<i>Amount Remaining / (Budget overage)</i>	\$1,000.00
<i>% of Budget</i>	0.0%

Electric Utility Services Department Total: \$55,997.99

DEPARTMENT NAME: GARBAGE/SOLID WASTE SERVICES

Account Name: Garbage Collection

10/01/23	546913-53400-5000	2066 092923 ACH	VENDOR	WASTE MANAGEMENT	WASTE SERVICE OCTOBER 2023	365.14
11/01/23	546913-53400-5000	2060 102723 ACH	VENDOR	WASTE MANAGEMENT	DISPOSAL - NOVEMBER 2023	365.14
11/28/23	546913-53400-5000	2068 112823 ACH	VENDOR	WASTE MANAGEMENT	WASTE SERVICE - DECEMBER 2023	365.14
11/28/23	546913-53400-5000	JE000636	JE		Reclass Waste Service Dec to Prepaid	(365.14)
12/01/23	546913-53400-5000	JE000637	JE		Waste Service - December 2023	365.14
12/21/23	546913-53400-5000	2060 122123 ACH	VENDOR	WASTE MANAGEMENT	WASTE SERVICE - JANUARY 2024	365.14
12/21/23	546913-53400-5000	JE000695	JE		RC Prepaid-WASTE SERVICE - JANUARY 2024	(365.14)
01/01/24	546913-53400-5000	JE000696	JE		WASTE SERVICE - JANUARY 2024	365.14
						YTD Total 1,460.56
						Annual Budget \$6,300.00
						<i>Amount Remaining / (Budget overage) \$4,839.44</i>
						<i>% of Budget 23.2%</i>

Garbage/Solid Waste Services Department Total: \$1,460.56

DEPARTMENT NAME: WATER-SEWER COMB SERVICES

Account Name: Utility - Water

10/31/23	543018-53600-5000	JE000600	JE		Accrue WATER SERVICE - 10/11/23-11/08/23	895.36
11/13/23	543018-53600-5000	9495 111323 ACH	VENDOR	BOCC	WATER SERVICE - 10/11/23-11/08/23	895.36
11/13/23	543018-53600-5000	JE000601	JE		Accrue WATER SERVICE - 10/11/23-11/08/23	(895.36)
12/12/23	543018-53600-5000	9495 121223 ACH	VENDOR	BOCC	WATER SERVICE - 11/08/23-12/11/23	829.91
12/31/23	543018-53600-5000	9495 011224 ACH	VENDOR	BOCC	WATER SERVICE - 12/11/23-01/11/24	878.24
						YTD Total 2,603.51

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Annual Budget	\$30,000.00
Amount Remaining / (Budget overage)	\$27,396.49
% of Budget	8.7%

Water-Sewer Comb Services Department Total:	\$2,603.51
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DEPARTMENT NAME: OTHER PHYSICAL ENVIRONMENT

Account Name: Waterway Management

10/31/23	531085-53908-5000	90048	VENDOR	FIRST CHOICE AQUATIC WEED MANAGEMENT	WATERWAY SERVICE - NOVEMBER 2023	665.00
11/27/23	531085-53908-5000	90217	VENDOR	FIRST CHOICE AQUATIC WEED MANAGEMENT	WATERWAY SERVICE - DECEMBER 2023	665.00
01/22/24	531085-53908-5000	92409	VENDOR	FIRST CHOICE AQUATIC WEED MANAGEMENT	WATERWAY SERVICE - DECEMBER 2023 / JANUARY 2024	1,330.00
YTD Total						2,660.00
Annual Budget						\$7,980.00
Amount Remaining / (Budget overage)						\$5,320.00
% of Budget						33.3%

Account Name: Pest Control

01/19/24	531170-53908-5000	1250805	VENDOR	BEST TERMITE & PEST CONROL, INC.	COMMERCIAL PEST BI MONTHLY	145.00
YTD Total						145.00
Annual Budget						\$900.00
Amount Remaining / (Budget overage)						\$755.00
% of Budget						16.1%

Account Name: Contracts-Waterway Maint.

YTD Total	-
Annual Budget	\$5,000.00
Amount Remaining / (Budget overage)	\$5,000.00
% of Budget	0.0%

Account Name: Contracts-Pools

10/01/23	534078-53908-5000	6513	VENDOR	ZEBRA CLEANING TEAM	COMMERCIAL POOL SERVICE - OCTOBER 2023	1,900.00
11/01/23	534078-53908-5000	6593	VENDOR	ZEBRA CLEANING TEAM	COMMERCIAL POOL SERVICE - NOVEMBER 2023	1,900.00
11/30/23	534078-53908-5000	6662	VENDOR	ZEBRA CLEANING TEAM	COMMERCIAL POOL - DECEMBER 2023	1,900.00
11/30/23	534078-53908-5000	JE000639	JE		Commerical Pool December Prepaid	(1,900.00)
12/01/23	534078-53908-5000	JE000640	JE		Commerical Pool December 2023	1,900.00
01/02/24	534078-53908-5000	6736	VENDOR	ZEBRA CLEANING TEAM	POOL SERVICE - JANUARY 2024	1,900.00
YTD Total						7,600.00
Annual Budget						\$22,000.00
Amount Remaining / (Budget overage)						\$14,400.00
% of Budget						34.5%

Account Name: Security

YTD Total	-
Annual Budget	\$13,750.00
Amount Remaining / (Budget overage)	\$13,750.00
% of Budget	0.0%

Account Name: Onsite Staff

10/06/23	534215-53908-5000	0022 100623 ACH	VENDOR	DECISION HR	PAYROLL 10/06/23	4,937.98
10/20/23	534215-53908-5000	0025 102023 ACH	VENDOR	DECISION HR	PAYROLL - 10/20/23	4,715.42
11/03/23	534215-53908-5000	JE000598	JE		DHR Payroll	4,099.57
11/03/23	534215-53908-5000	0026 110323 ACH	VENDOR	DECISION HR	PAYROLL 11/03/23	4,099.57
11/03/23	534215-53908-5000	CM0026 110323 ACH	VENDOR	DECISION HR	DUPLICATE	(4,099.57)
11/06/23	534215-53908-5000	JE000599	JE		DHR Payroll	670.67
11/17/23	534215-53908-5000	0028 111723 ACH	VENDOR	DECISION HR	PAYROLL - 11/17/23	4,697.68
12/01/23	534215-53908-5000	0029 120123 ACH	VENDOR	DECISION HR	PAYROLL 12/01/23	4,722.65
12/15/23	534215-53908-5000	0030 121523 ACH	VENDOR	DECISION HR	PAYROLL - 12/15/23	4,605.11
12/29/23	534215-53908-5000	0031 122923 ACH	VENDOR	DECISION HR	PAYROLL 12/29/23	4,018.59
01/12/24	534215-53908-5000	0001 011224 ACH	VENDOR	DECISION HR	PAYROLL 01/12/24	4,004.64
01/26/24	534215-53908-5000	0002 012624 ACH	VENDOR	DECISION HR	PAYROLL 01/26/24	4,737.57
YTD Total						41,209.88
Annual Budget						\$131,382.00
Amount Remaining / (Budget overage)						\$90,172.12
% of Budget						31.4%

Account Name: Waterway Fish Stocking

YTD Total	-
Annual Budget	\$2,500.00
Amount Remaining / (Budget overage)	\$2,500.00
% of Budget	0.0%

Account Name: Postage, Phone, Faxes, Copies

10/01/23	541024-53908-5000	IN7102305745	VENDOR	GOTO COMMUNICATIONS INC.	GOTOCONNECT - OCTOBER 2023	113.53
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Carlton Lakes Community Development District
Expenditure Report - General Fund
For the Period(s) from Oct 01, 2023 to Jan 31, 2024
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01/01/24	541024-53908-5000	IN7102527308	VENDOR	GOTO COMMUNICATIONS INC.	SERVICE PLAN - 01/01/24-01/31/24	113.54
01/09/24	541024-53908-5000	0924 010924 ACH	VENDOR	CHARTER COMMUNICATIONS	INTERNET - 01/09/24-02/08/24	34.99
01/30/24	541024-53908-5000	108858	VENDOR	INFRAMARK LLC	DISTRICT SERVICES JANUARY 2024	552.39
						YTD Total 814.45
						Annual Budget \$3,600.00
						Amount Remaining / (Budget overage) \$2,785.55
						% of Budget 22.6%
Account Name: Insurance -Property & Casualty						
10/01/23	545009-53908-5000	20385	VENDOR	EGIS INSURANCE	POLICY RENEWAL	3,099.00
10/01/23	545009-53908-5000	20385	VENDOR	EGIS INSURANCE	POLICY RENEWAL	31,754.00
10/01/23	545009-53908-5000	CM20385	VENDOR	EGIS INSURANCE	ALREADY PAID	(3,099.00)
10/01/23	545009-53908-5000	CM20385	VENDOR	EGIS INSURANCE	ALREADY PAID	(31,754.00)
11/30/23	545009-53908-5000	JE000648	JE		Policy Renewal	31,754.00
11/30/23	545009-53908-5000	JE000648	JE		Policy Renewal	3,099.00
						YTD Total 34,853.00
						Annual Budget \$28,939.00
						Amount Remaining / (Budget overage) (\$5,914.00)
						% of Budget 120.4%
Account Name: R&M-Other Landscape						
10/12/23	546036-53908-5000	2993	VENDOR	PINE LAKE SERVICES	CONAX RENTAL	240.00
10/27/23	546036-53908-5000	3022	VENDOR	PINE LAKE SERVICES	CONAX RENTAL	240.00
11/01/23	546036-53908-5000	2883	VENDOR	PRO-FORM COMPANIES, INC.	FENCE RAILING	1,029.00
11/01/23	546036-53908-5000	2882	VENDOR	PRO-FORM COMPANIES, INC.	POST W/ LATCH/LOCK	310.50
11/01/23	546036-53908-5000	2884	VENDOR	PRO-FORM COMPANIES, INC.	REPIARED/REPLACE POST - NEW SECTION INSTALLED	895.50
11/27/23	546036-53908-5000	JE000641	JE		REclass Conax Rental	240.00
12/18/23	546036-53908-5000	3267	VENDOR	PINE LAKE SERVICES	OTC TREATMENT - DECEMBER 2023	250.00
01/07/24	546036-53908-5000	2891	VENDOR	PRO-FORM COMPANIES, INC.	REPAIRS	5,074.50
01/07/24	546036-53908-5000	2892	VENDOR	PRO-FORM COMPANIES, INC.	FENCE MAINT	5,831.00
01/07/24	546036-53908-5000	2893	VENDOR	PRO-FORM COMPANIES, INC.	LABOR AND MATERIAL	1,759.50
						YTD Total 15,870.00
						Annual Budget \$15,000.00
						Amount Remaining / (Budget overage) (\$870.00)
						% of Budget 105.8%
Account Name: R&M-Pools						
						YTD Total -
						Annual Budget \$7,000.00
						Amount Remaining / (Budget overage) \$7,000.00
						% of Budget 0.0%
Account Name: R&M-Fitness Center						
10/09/23	546137-53908-5000	29546	VENDOR	FITREV, INC.	QUARTERLY PREVENTIVE MAINT.	270.00
						YTD Total 270.00
						Annual Budget \$5,000.00
						Amount Remaining / (Budget overage) \$4,730.00
						% of Budget 5.4%
Account Name: Waterway Improvements & Repairs						
						YTD Total -
						Annual Budget \$5,000.00
						Amount Remaining / (Budget overage) \$5,000.00
						% of Budget 0.0%
Account Name: Landscape Maintenance						
10/01/23	546300-53908-5000	2897	VENDOR	PINE LAKE SERVICES	RENEWAL - OCTOBER 2023	16,583.00
11/01/23	546300-53908-5000	3044	VENDOR	PINE LAKE SERVICES	LANDSCAPE MAINT. - NOVEMBER 2023	16,583.00
11/27/23	546300-53908-5000	3163	VENDOR	PINE LAKE SERVICES	CONAX RENTAL	240.00
11/27/23	546300-53908-5000	JE000641	JE		REclass Conax Rental	(240.00)
11/30/23	546300-53908-5000	3171	VENDOR	PINE LAKE SERVICES	LANDSCAPE MAINT. - DECEMBER 2023	16,583.00
11/30/23	546300-53908-5000	JE000642	JE		Prepaid Dec Landscape Maintenance	(16,583.00)
12/01/23	546300-53908-5000	JE000643	JE		Prepaid Dec Landscape Maintenance	16,583.00
12/31/23	546300-53908-5000	3290	VENDOR	PINE LAKE SERVICES	LANDSCAPE MAINT - JANUARY 2024	16,583.00
12/31/23	546300-53908-5000	JE000697	JE		RC Prepaid-LANDSCAPE MAINT - JANUARY 2024	(16,583.00)
01/01/24	546300-53908-5000	JE000698	JE		LANDSCAPE MAINT - JANUARY 2024	16,583.00
01/19/24	546300-53908-5000	3417	VENDOR	PINE LAKE SERVICES	DEMO & PREP	1,625.00
01/31/24	546300-53908-5000	3437	VENDOR	PINE LAKE SERVICES	LANDSCAPE MAINT. - FEBRUARY 2024	16,583.00
						YTD Total 84,540.00
						Annual Budget \$199,000.00
						Amount Remaining / (Budget overage) \$114,460.00
						% of Budget 42.5%
Account Name: Clubhouse Facility - Other						
10/09/23	546385-53908-5000	0923 100923 ACH	JE		INTERNET SERVICE	257.96
10/11/23	546385-53908-5000	JE000586	JE		R&M-Clubhouse	638.47
10/30/23	546385-53908-5000	103551	JE		DISTRIC SERVICES OCTOBER 2023 - Spectrum	920.49
11/17/23	546385-53908-5000	JE000644	JE		INTERNET SERVICE - 11/09/23-12/08/23	257.96

Carlton Lakes Community Development District

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Posting Date	Account #	Document #	Trans. Type	Vendor Name	Description	Amount
11/17/23	546385-53908-5000	JE000644	JE		COMMERCIAL PEST - BI-MONTHLY	145.00
12/01/23	546385-53908-5000	AK 120123	JE		CANCELLED EVENT R/C	200.00
12/05/23	546385-53908-5000	2257	JE		MULTI PURPOSE ROOM WALLS R/C	200.00
12/05/23	546385-53908-5000	2256	JE		ROOM CEILING MAINT. R/C	300.00
12/09/23	546385-53908-5000	0923 120923 ACH	JE		INTERNET SERVICE - 12/09/23-01/08/23 R/C	257.96
12/11/23	546385-53908-5000	JE000673	JE		CK#2552##### - Reimb kiosk damage R/C	(900.00)
12/20/23	546385-53908-5000	OF32686316	JE		INSPECTION R/C	926.31
12/21/23	546385-53908-5000	JE000651	JE		INTERNET PAYMENT GOTO/JIVE GOTO COMMUNICATI M8018764(227.06
12/21/23	546385-53908-5000	107108	JE		DISRICT INVOICE DECEMBER 2023 R/C	29.99
01/09/24	546385-53908-5000	0924 010924 ACH	VENDOR	CHARTER COMMUNICATIONS	INTERNET - 01/09/24-02/08/24	227.97
01/31/24	546385-53908-5000	JE000739	JE		Truist CC- Lowes #1911####	241.26
01/31/24	546385-53908-5000	JE000739	JE		Truist CC- Home Depot #6951####	118.74
01/31/24	546385-53908-5000	JE000739	JE		Truist CC- Lowes #1911####	24.96
01/31/24	546385-53908-5000	JE000739	JE		Truist CC- Krafty Shop	280.75
01/31/24	546385-53908-5000	JE000739	JE		Truist CC- Lowes, Home Depot	344.77
01/31/24	546385-53908-5000	JE000747	JE		r/c Ace Invoice	34.00

YTD Total	4,733.65
Annual Budget	\$30,000.00
Amount Remaining / (Budget overage)	\$25,266.35
% of Budget	15.8%

Account Name: Plant Replacement Program

YTD Total	-
Annual Budget	\$5,000.00
Amount Remaining / (Budget overage)	\$5,000.00
% of Budget	0.0%

Account Name: Landscape- Storm Clean Up & Tree Removal

YTD Total	-
Annual Budget	\$15,000.00
Amount Remaining / (Budget overage)	\$15,000.00
% of Budget	0.0%

Account Name: Irrigation Maintenance

10/11/23	546930-53908-5000	JE000528	JE		CK#2062### - Reimb Water Fine	(100.00)
10/11/23	546930-53908-5000	JE000589	JE		Reciept of CK#2062### for Violation WR2301861	100.00
12/19/23	546930-53908-5000	3272	VENDOR	PINE LAKE SERVICES	IRRIGATION ENHANCEMENT	2,342.11
01/25/24	546930-53908-5000	3511	VENDOR	PINE LAKE SERVICES	IRRIGATION CONTROLLER REPLACE	3,430.40
01/25/24	546930-53908-5000	3510	VENDOR	PINE LAKE SERVICES	MAINLINE REPAIR	714.00

YTD Total	6,486.51
Annual Budget	\$15,000.00
Amount Remaining / (Budget overage)	\$8,513.49
% of Budget	43.2%

Account Name: Misc-Holiday Lighting

YTD Total	-
Annual Budget	\$2,000.00
Amount Remaining / (Budget overage)	\$2,000.00
% of Budget	0.0%

Account Name: Special Events

YTD Total	-
Annual Budget	\$6,250.00
Amount Remaining / (Budget overage)	\$6,250.00
% of Budget	0.0%

Other Physical Environment Department Total:	\$199,182.49
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TOTAL EXPENDITURES & OTHER FINANCING USES:	\$ 306,590.14
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CARLTON LAKES

Community Development District

Payment Register by Fund
For the Period from 01/01/24 to 01/31/24
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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GENERAL FUND - 001

001	3036	01/10/24	CINTAS FIRE 636525	0F32686316	INSPECTION	R&M-Clubhouse	546015-53908	\$926.31
001	3037	01/10/24	FLORIDA LEAK LOCATORS	12177866	SERVICES RENDERED 08/25/2023	R&M-Pools	546074-53908	\$1,999.00
001	3038	01/10/24	GOTO COMMUNICATIONS INC.	IN7102527308	SERVICE PLAN - 01/01/24-01/31/24	Postage, Phone, Faxes, Copies	541024-53908	\$113.54
001	3039	01/10/24	INFRAMARK LLC	107108	DISRICT INVOICE DECEMBER 2023	B/W	541024-51301	\$0.75
001	3039	01/10/24	INFRAMARK LLC	107108	DISRICT INVOICE DECEMBER 2023	Postage, Phone, Faxes, Copies	541024-51301	\$13.23
001	3039	01/10/24	INFRAMARK LLC	107108	DISRICT INVOICE DECEMBER 2023	Disclosure Report	531142-51301	\$908.33
001	3039	01/10/24	INFRAMARK LLC	107108	DISRICT INVOICE DECEMBER 2023	District Manager	531150-51301	\$3,666.67
001	3039	01/10/24	INFRAMARK LLC	107108	DISRICT INVOICE DECEMBER 2023	SPECTRUM	546015-51301	\$29.99
001	3040	01/10/24	PINE LAKE SERVICES	3272	IRRIGATION ENHANCEMENT	Irrigation Maintenance	546930-53908	\$2,342.11
001	3040	01/10/24	PINE LAKE SERVICES	3267	OTC TREATMENT - DECEMBER 2023	R&M-Other Landscape	546036-53908	\$250.00
001	3040	01/10/24	PINE LAKE SERVICES	3290	LANDSCAPE MAINT - JANUARY 2024	Landscape Maintenance	546300-53908	\$16,583.00
001	3041	01/10/24	STRALEY ROBIN VERICKER	23915	GENERAL CONSULTING - PROFESSIONAL SERVICES THRU -	District Counsel	531146-51401	\$2,350.00
001	3042	01/10/24	ZEBRA CLEANING TEAM	6736	POOL SERVICE - JANUARY 2024	Contracts-Pools	534078-53908	\$1,900.00
001	3043	01/12/24	PRO-FORM COMPANIES, INC.	2891	REPAIRS	R&M-Other Landscape	546036-53908	\$5,074.50
001	3043	01/12/24	PRO-FORM COMPANIES, INC.	2892	FENCE MAINT	R&M-Other Landscape	546036-53908	\$5,831.00
001	3043	01/12/24	PRO-FORM COMPANIES, INC.	2893	LABOR AND MATERIAL	R&M-Other Landscape	546036-53908	\$1,759.50
001	3045	01/18/24	ELIZABETH DIAZ	EM 010424	SUPERVISOR FEE - 01/04/24	Supervisor Fees	511100-51101	\$200.00
001	3046	01/18/24	FREDDY BARTON	FB 010424	SUPERVISOR FEE - 01/04/24	Supervisor Fees	511100-51101	\$200.00
001	3047	01/18/24	NICHOLLE D. PALMER	NP 010424	SUPERVISOR FEE - 01/04/24	Supervisor Fees	511100-51101	\$200.00
001	3048	01/18/24	NICOLE MICHELE SNELLING	NS 010424	SUPERVISOR FEE - 01/04/24	Supervisor Fees	511100-51101	\$200.00
001	3049	01/18/24	RENA DIANE VANCE	RV 010424	SUPERVISOR FEE - 01/04/24	Supervisor Fees	511100-51101	\$200.00
001	DD153	01/11/24	WASTE MANAGEMENT	2060 122123 ACH	WASTE SERVICE - JANUARY 2024	Garbage Collection	546913-53400	\$365.14
001	DD154	01/12/24	DECISION HR	0001 011224 ACH	PAYROLL 01/12/24	Onsite Staff	534215-53908	\$4,004.64
001	DD155	01/25/24	TECO	6203 010824 ACH	BULK BILLING - ELECTRICITY SERVICE	Utility - Electric	543041-53100	\$18,209.78
001	DD156	01/26/24	DECISION HR	0002 012624 ACH	PAYROLL 01/26/24	Onsite Staff	534215-53908	\$4,737.57
001	DD157	01/29/24	CHARTER COMMUNICATIONS	0924 010924 ACH	INTERNET - 01/09/24-02/08/24	Clubhouse Facility - Other	546385-53908	\$227.97
001	DD157	01/29/24	CHARTER COMMUNICATIONS	0924 010924 ACH	INTERNET - 01/09/24-02/08/24	Postage, Phone, Faxes, Copies	541024-53908	\$34.99
001	DD503	01/26/24	BOCC	9495 011224 ACH	WATER SERVICE - 12/11/23-01/11/24	Utility - Water	543018-53600	\$878.24
Fund Total								\$73,206.26

SERIES 2015 DEBT SERVICE FUND - 200

200	3050	01/22/24	CARLTON LAKES CDD	01052024-01	SERIES 2015 FY24 TAX DIST ID 655	Cash In-Transit	103200	\$3,357.36
Fund Total								\$3,357.36

SERIES 2018 DEBT SERVICE FUND - 201

201	3050	01/22/24	CARLTON LAKES CDD	01052024-03	SERIES 2018 FY24 TAX DIST ID 655	Cash In-Transit	103200	\$1,670.48
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CARLTON LAKES
Community Development District

Payment Register by Fund
For the Period from 01/01/24 to 01/31/24
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
Fund Total								\$1,670.48

SERIES 2017 DEBT SERVICE FUND - 203

203	3050	01/22/24	CARLTON LAKES CDD	01052024-02	SERIES 2017 FY24 TAX DIST ID 655	Cash In-Transit	103200	\$1,653.65
Fund Total								\$1,653.65

Total Checks Paid	\$79,887.75
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