

**MINUTES OF MEETING  
CARLTON LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Carlton Lakes Community Development District was held on Thursday, June 6, 2024, and called to order at 6:01 p.m., at the Carlton Lakes Clubhouse, located at 11404 Carlton Fields Drive, Riverview, FL 33579.

Present and constituting a quorum were:

- |                 |   |
|-----------------|---|
| Freddy Barton   | Chairperson                                 |
| Rena Vance      | Vice Chairperson                            |
| Nicholle Palmer | Assistant Secretary                         |
| Nicole Snelling | Assistant Secretary<br>(via teleconference) |
| Elizabeth Diaz  | Assistant Secretary                         |

Also present were:

- |                   |  |
|-------------------|--|
| Jennifer Goldyn   | Regional Director, Inframark             |
| Kristee Cole      | District Manager, Inframark              |
| Frederick Levatte | Onsite Manager                           |
| Gabe Montagna     | Field Services, Inframark                |
| David Hamstra     | District Engineer, Pegasus Engineering   |
| John Amarosa      | Representative, Pine Lake Landscape      |
| Epi Carvajal      | Representative, Pine Lake Landscape      |
| CJ Green          | Representative, CrossCreek Environmental |
| Sunil Mohammed    | Representative, Totally Blu Pools        |

**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 meeting was called to order at 6:01 p.m. A roll call was conducted, and a quorum was established.

**THIRD ORDER OF BUSINESS                      Audience Comments on Agenda**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS                      Staff Reports**

**A. District Counsel**

Ms. Goldyn brought up concerns about the weir and said we would reach out to Ms. Tonya Stewart. The Board noted that Ms. Stewart had reported the weir was in good condition during a meeting between February 2023 and May 2023.

46 **B. District Engineer**

47 Mr. Hamstra introduced himself to the Board.

48

On MOTION by Ms. Vance, seconded by Ms. Diaz, with all in favor, the Board approved to move forward with David Hamstra of Pegasus Engineering as their District Engineer.

49

50 **E. Landscape Inspection Report**

51 Mr. Amarosa introduced Mr. Epi Carvajal to the Board and spoke on the Field

52 Inspection Report.

53 *Mr. Freddy Barton arrived at 6:29 p.m.*

54

55 **FIFTH ORDER OF BUSINESS Business Items**

56 **B. Consideration of Pine Lake Contract Proposal**

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On MOTION by Mr. Barton, seconded by Ms. Diaz, with all in favor, the Pine Lake proposal for landscaping services, in the amount of \$157,085, with an amendment to the porter service to \$16,000, was approved.

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59 **FOURTH ORDER OF BUSINESS Staff Reports Continued**

60 **C. District Manager**

61 Ms. Cole introduced Mr. CJ Green from CrossCreek to the Board. Mr. Green reported  
62 that the ponds are in good condition, except for the excess heat and low water levels.

63 Karen from the HOA committee discussed the encroachments with the Board.

64 Ms. Cole informed the Board that their next meeting is scheduled for July 11, 2024,  
65 at 6:00 p.m. She also introduced Mr. Sunil Mohammed from Totally Blu Pools, who  
66 elaborated on the issue of black algae.

67

On MOTION by Mr. Barton, seconded by Ms. Palmer, with all in favor, the proposal from TotallyBlu Pools for black algae cleaning, was approved.

68

69 There was a discussion about providing tasers and pepper spray for the employees.  
70 However, the Board decided against allowing these items onsite and advised employees to  
71 call the police if they felt unsafe.

72

73 **D. Field Inspection Report**

74 Mr. Montagna presented his report to the Board.

75

76 *Mr. Freddy Barton left the meeting at 7:58 p.m.*

77

78 **F. Onsite Manager**

79 Mr. Levatte provided the Board with an update on the community.

80

81 **FIFTH ORDER OF BUSINESS Business Items (Continued)**

82 **C. Consideration of Clubhouse Lighting Proposals**

83 Mr. Levatte informed the Board that he had not received additional proposals and  
84 this item was tabled until the July 11, 2024 meeting.

85  
86 **D. Discussion regarding the Clubhouse Rental Policy**

87 The Board requested that Ms. Cole find out what other communities are charging for  
88 their clubhouse rentals and present the findings at the next meeting.

89  
90 **E. Discussion regarding FY 24-25 Budget Update**

91 This was not discussed, as it was requested by the Chair, who had to leave prior to  
92 the discussion.

93  
94 **SIXTH ORDER OF BUSINESS Business Administration**

95 **A. Consideration of the Regular Meeting Minutes from May 2, 2024**

96  
On MOTION by Ms. Vance, seconded by Ms. Diaz, with all in favor, the minutes from the May 2, 2024 meeting were approved, as presented.

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98 **B. Consideration of April 2024 Operation and Maintenance Expenditures**

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On MOTION by Ms. Vance, seconded by Ms. Diaz, with all in favor, the April 2024 Operation and Maintenance Expenditures were approved, as presented.

100  
101 **C. Consideration of the April 2024 Financials & Check Register**

102 Ms. Cole presented the April 2024 Financials and Check Register to the Board.

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On MOTION by Ms. Vance, seconded by Ms. Diaz, with all in favor, the April 2024 Check Register was approved, as presented.

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105 **SEVENTH ORDER OF BUSINESS Supervisor Requests**

106 There being none, the next item followed.

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108 **EIGHTH ORDER OF BUSINESS Audience Comments**

109 There being none, the next item followed.

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111 **NINTH ORDER OF BUSINESS Adjournment**

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On MOTION by Ms. Vance, seconded by Ms. Diaz, with all in favor, the meeting was adjourned at 8:38 p.m.

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115 09155801A200429...  
Secretary / Assistant Secretary

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Chair / Vice Chair