

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
SPECIAL MEETING
SEPTEMBER 29, 2015**

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA**

Tuesday, September 29, 2015

2:00 P.M.

The Offices of Meritus

Located at 5680 W. Cypress Street Suite A, Tampa FL 33607

District Board of Supervisors	Chairman	Jeff Hills
	Vice Chairman	Gary Jernigan
	Supervisor	Ryan Motko
	Supervisor	Vacant
	Supervisor	Vacant
District Manager	Meritus	Brian Lamb Brian Howell
District Attorney	Straley & Robin	John Vericker
District Engineer	Stantec (Interim)	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.** with the seventh section called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The ninth section is called **Administrative Matters**. The Administrative Matters section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

September 29, 2015
Board of Supervisors
Carlton Lakes Community Development District

Dear Board Members:

The Special Meeting of Carlton Lakes Community Development District will be held on September 29, 2015 **at 2:00 p.m.** at the Offices of Meritus located at 5680 W. Cypress Street Suite A, Tampa, FL 33607. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2015-34; Delegated Award Series 2015 Bonds (Under Separate Cover)
 - B. Consideration of Resolution 2015-35; Imposing Special Assessments..... Tab 01
 - i. Master Assessment Methodology Report (Under Separate Cover)
 - ii. Engineer's Report (Under Separate Cover)
 - C. Consideration of Resolution 2015-36; Setting Public Hearing on Imposing Special Assessments Tab 02
 - D. Ratify Resolution 2015-37; Outlining Flow of Funds to Construct Public Infrastructure Tab 03
- 4. BUSINESS ADMINISTRATIVE**
 - A. Consideration of Minutes of the Board of Supervisors Meeting July 29, 2015..... Tab 04
 - B. Consideration of Minutes of the Board of Supervisors Meeting August 6, 2015..... Tab 05
 - C. General Matters of the District
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,



Brian Lamb
District Manager