

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

September 29, 2015 Minutes of Special Meeting

Minutes of Special Meeting

The Special Meeting of the Carlton Lakes Community Development District was held on **Tuesday, September 29, 2015 at 2:00 p.m.** at Meritus, 5680 W. Cypress Street Suite A, Tampa, FL 33607.

Supervisors Present and Constituting a Quorum at the onset of the meeting:

Jeff Hills	Chairman
Ryan Motko	Vice Chairman
Gary Jernigan	Supervisor

Staff Members Present:

Brian Lamb	Meritus
Jimmy Paleveda	Meritus
John Vericker	District Counsel
Tonja Stewart	District Engineer

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the Special Meeting of the Carlton Lakes Community Development District to order on **Tuesday, September 29, 2015 at approximately 2:00 p.m.** and identified the Supervisors present constituting a quorum.

2. PUBLIC COMMENT ON AGENDA ITEMS

3. BUSINESS ITEMS

A. Consideration of Resolution 2015-34; Delegated Award Series 2015 Bonds

This item was tabled until the October 5, 2015 meeting.

B. Consideration of Resolution 2015-35; Imposing Special Assessments

Mr. Vericker explained the resolution on imposing special assessments with the Board.

i. Master Assessment Methodology Report

Mr. Paleveda and Mr. Lamb went over the Master Assessment Methodology Report with the Board. Mr. Paleveda went over in detail the assessments of the lots.

Mr. Lamb stated they were hand delivering the notice of the assessments to the landowner which is present at the meeting and that the Public Hearing would be held on October 30, 2015 at 2:00 pm.

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MOTION TO:	Approve Resolution 2015-35 and the Master Assessment Methodology Report in Substantial Form.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

ii. Engineer's Report

Ms. Stewart went over her Engineer's Report with the Board. She stated it describes the master and subdivision improvements and the costs. She also attached a copy of some of the backup to the long range transportation plan that is referenced in the report. She broke down the costs of Phase 1 and Phase 2 in her report as well.

(The Engineer's Report was discussed prior to the Master Assessment Methodology Report and the explanation of Resolution 2015-35)

MOTION TO:	Approve Engineer's Report in Substantial Form.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

C. Consideration of Resolution 2015-36; Setting Public Hearing on Imposing Special Assessments

MOTION TO:	Approve Resolution 2015-36 setting Public Hearing for October 30, 2015 at 2:00 pm.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

D. Ratify Resolution 2015-37; Outlining Flow of Funds to Construct Public Infrastructure

MOTION TO:	Ratify Resolution 2015-37.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Hills
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

4. BUSINESS ADMINISTRATIVE

- A. Consideration of Minutes of the Board of Supervisors Meeting July 29, 2015**
- B. Consideration of Minutes of the Board of Supervisors Meeting August 6, 2015**

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MOTION TO:	Approve Minutes from July 29, 2015 and August 6, 2015.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

C. General Matters of the District

5. STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

6. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

7. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

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

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

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 10-30-2015

Signature

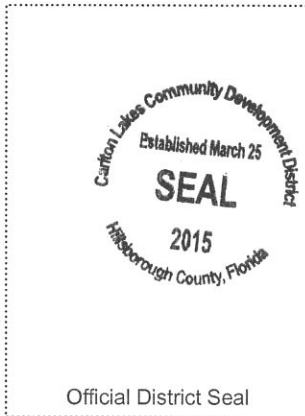
Printed Name
Bobby Helix
Asst Sec

Title:
 Chair
 Vice Chair

Signature

Printed Name
JEFFREY S. HILL
Chairman

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator

Signature

October 30, 2015
Date