

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING AND PUBLIC HEARING
AUGUST 4, 2016**

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT AGENDA

Thursday, August 4, 2016

2:00 P.M.

The Offices of Meritus

Located at 2005 Pan Am Circle Suite 120, 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.

August 4, 2016
Board of Supervisors
Carlton Lakes Community Development District

Dear Board Members:

The Regular Meeting and Public Hearing of Carlton Lakes Community Development District will be held on August 4, 2016 **at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle Suite 120, Tampa, FL 33607. Following is the Agenda for the Meeting:

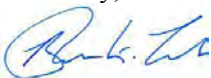
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Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017 BUDGET**
 - A. Open Public Hearing on Proposed Fiscal Year 2017 Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Close Public Hearing on Proposed Fiscal Year 2017 Budget
 - E. Consideration of Resolution 2016-06; Adopting Fiscal Year 2017 Budget Tab 01
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2016-07; Assessment Resolution..... Tab 02
 - B. Consideration of Resolution 2016-08; Designation of Treasurer & Assistant Treasurer Tab 03
 - C. Consideration of Resolution 2016-09; Setting Fiscal Year 2017 Meeting Schedule..... Tab 04
 - D. General Matters of the District
- 5. CONSENT AGENDA**
 - A. Consideration of Board of Supervisors Meeting Minutes May 5, 2016 Tab 05
 - B. Consideration of Operations and Maintenance Expenditures August 2016 Tab 06
 - C. Review of Financial Statements Month Ending June 30, 2016 Tab 07
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 8. 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

RESOLUTION 2016-06

THE ANNUAL APPROPRIATION RESOLUTION OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2016, submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Carlton Lakes Community Development District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget (the “Proposed Budget”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the Board set August 4, 2016 as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

Section 1. Budget

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at

the District's Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. That the Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2015/2016 and/or revised projections for fiscal year 2016/2017.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as the Budget for the Carlton Lakes Community Development District for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017, as adopted by the Board of Supervisors on August 4, 2016.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the Carlton Lakes Community Development District, for the fiscal year beginning October 1, 2016, and ending September 30, 2017, the sum of \$ 899,160.79 to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ <u>244,093.99</u>
TOTAL DEBT SERVICE FUNDS	\$ <u>655,066.80</u>
TOTAL ALL FUNDS	\$ <u>899,160.79</u>

Section 3. Supplemental Appropriations

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. The Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.

- b. The Board may authorize an appropriation from the unappropriated balance of any fund.
- c. The Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Other transfers may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 4th day of August, 2016.

ATTEST:

**CARLTON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Assistant Secretary

By: _____
Jeff Hills
Chair of the Board of Supervisors

Exhibit A: 2016/2017 Budget

2017



CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017

PROPOSED ANNUAL OPERATING BUDGET

MAY 5, 2016



CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017

PROPOSED ANNUAL OPERATING BUDGET

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MAY 5, 2016

CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Carlton Lakes Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned **communities. The CDD also is a mechanism that provides a “solution” to the State’s needs** for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs **represent a major advancement in Florida’s** effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2017, which begins on October 1, 2016. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities Financed by Non-Ad Valorem Assessments
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2015 Capital Improvement Revenue Bonds

Facilities of the District

The District’s **existing facilities include storm-**water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2016 Operating Budget	Current Period Actuals 10/1/2015 - 3/31/16	Projected Revenues & Expenditures 04/01/16 to 9/30/16	Total Actuals and Projections Through 09/30/16	Over/(Under) Budget Through 09/30/16
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REVENUES					
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	170,075.00	3,957.52	118,406.02	122,363.54	(47,711.46)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$170,075.00	\$3,957.52	\$118,406.02	\$122,363.54	(\$47,711.46)
TOTAL REVENUES	\$170,075.00	\$3,957.52	\$118,406.02	\$122,363.54	(\$47,711.46)
EXPENDITURES					
FINANCIAL & ADMINISTRATIVE					
District Manager	33,750.00	11,437.50	22,312.50	33,750.00	0.00
District Engineer	7,500.00	0.00	2,500.00	2,500.00	(5,000.00)
Disclosure Report	5,000.00	0.00	5,000.00	5,000.00	0.00
Trustees Fees	5,500.00	0.00	5,500.00	5,500.00	0.00
Auditing Services	5,000.00	0.00	5,000.00	5,000.00	0.00
Postage, Phone, Faxes, Copies	1,000.00	17.45	50.00	67.45	(932.55)
Public Officials Insurance	1,900.00	0.00	1,900.00	1,900.00	0.00
Legal Advertising	1,000.00	3,079.13	1,500.00	4,579.13	3,579.13
Bank Fees	250.00	141.51	150.00	291.51	41.51
Dues, Licenses & Fees	175.00	225.00	0.00	225.00	50.00
Office Supplies	250.00	0.00	75.00	75.00	(175.00)
Website Administration	0.00	946.00	0.00	946.00	946.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$61,325.00	\$15,846.59	\$43,987.50	\$59,834.09	(\$1,490.91)
LEGAL COUNSEL					
District Counsel	10,000.00	15,529.45	7,500.00	23,029.45	13,029.45
TOTAL LEGAL COUNSEL	\$10,000.00	\$15,529.45	\$7,500.00	\$23,029.45	\$13,029.45
ELECTRIC UTILITY SERVICES					
Electric Utility Services	25,000.00	0.00	10,000.00	10,000.00	(15,000.00)
TOTAL ELECTRIC UTILITY SERVICES	\$25,000.00	\$0.00	\$10,000.00	\$10,000.00	(\$15,000.00)
GARBAGE/SOLID WASTE CONTROL SERVICES					
Garbage Collection	500.00	0.00	0.00	0.00	(500.00)
TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)
WATER-SEWER COMBINATION SERVICES					
Water Utility Services	2,500.00	0.00	1,000.00	1,000.00	(1,500.00)
TOTAL WATER-SEWER COMBINATION SERVICES	\$2,500.00	\$0.00	\$1,000.00	\$1,000.00	(\$1,500.00)
OTHER PHYSICAL ENVIRONMENT					
Waterway Management Program	7,750.00	0.00	2,500.00	2,500.00	(5,250.00)
Property & Casualty Insurance	7,000.00	0.00	7,000.00	7,000.00	0.00
Club Facility Maintenance	7,500.00	0.00	2,500.00	2,500.00	(5,000.00)
Landscape Maintenance - Contract	25,000.00	0.00	10,000.00	10,000.00	(15,000.00)
Landscape Maintenance - Other	7,500.00	0.00	3,500.00	3,500.00	(4,000.00)
Plant Replacement Program	2,500.00	0.00	500.00	500.00	(2,000.00)
Irrigation Maintenance	3,500.00	0.00	2,500.00	2,500.00	(1,000.00)
Pool Maintenance	10,000.00	0.00	0.00	0.00	(10,000.00)
TOTAL OTHER PHYSICAL ENVIRONMENT	\$70,750.00	\$0.00	\$28,500.00	\$28,500.00	(\$42,250.00)
TOTAL EXPENDITURES	\$170,075.00	\$31,376.04	\$90,987.50	\$122,363.54	(\$47,711.46)
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$0.00	(\$27,418.52)	\$27,418.52	\$0.00	\$0.00

FISCAL YEAR 2016 BUDGET ANALYSIS

CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2016 Operating Budget	Total Actuals and Projections Through 09/30/16	Over/(Under) Budget Through 09/30/16	Fiscal Year 2017 Proposed Operating Budget	Increase / (Decrease) from FY 2016 to FY 2017
REVENUES					
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	170,075.00	122,363.54	(47,711.46)	224,600.00	54,525.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$170,075.00	\$122,363.54	(\$47,711.46)	\$224,600.00	\$54,525.00
TOTAL REVENUES	\$170,075.00	\$122,363.54	(\$47,711.46)	\$224,600.00	\$54,525.00
EXPENDITURES					
FINANCIAL & ADMINISTRATIVE					
District Manager	33,750.00	33,750.00	0.00	33,750.00	0.00
District Engineer	7,500.00	2,500.00	(5,000.00)	7,500.00	0.00
Disclosure Report	5,000.00	5,000.00	0.00	5,000.00	0.00
Trustees Fees	5,500.00	5,500.00	0.00	5,500.00	0.00
Auditing Services	5,000.00	5,000.00	0.00	5,000.00	0.00
Postage, Phone, Faxes, Copies	1,000.00	67.45	(932.55)	1,000.00	0.00
Public Officials Insurance	1,900.00	1,900.00	0.00	1,900.00	0.00
Legal Advertising	1,000.00	4,579.13	3,579.13	1,000.00	0.00
Bank Fees	250.00	291.51	41.51	250.00	0.00
Dues, Licenses & Fees	175.00	225.00	50.00	175.00	0.00
Office Supplies	250.00	75.00	(175.00)	250.00	0.00
Website Administration	0.00	946.00	946.00	0.00	0.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$61,325.00	\$59,834.09	(\$1,490.91)	\$61,325.00	\$0.00
LEGAL COUNSEL					
District Counsel	10,000.00	22,189.45	12,189.45	20,000.00	10,000.00
TOTAL LEGAL COUNSEL	\$10,000.00	\$22,189.45	\$12,189.45	\$20,000.00	\$10,000.00
ELECTRIC UTILITY SERVICES					
Electric Utility Services	25,000.00	10,000.00	(15,000.00)	25,000.00	0.00
TOTAL ELECTRIC UTILITY SERVICES	\$25,000.00	\$10,000.00	(\$15,000.00)	\$25,000.00	\$0.00
GARBAGE/SOLID WASTE CONTROL SERVICES					
Garbage Collection	500.00	0.00	(500.00)	500.00	0.00
TOTAL GARBAGE/SOLID WASTE CONTROL SERVICES	\$500.00	\$0.00	(\$500.00)	\$500.00	\$0.00
WATER-SEWER COMBINATION SERVICES					
Water Utility Services	2,500.00	1,000.00	(1,500.00)	2,500.00	0.00
TOTAL WATER-SEWER COMBINATION SERVICES	\$2,500.00	\$1,000.00	(\$1,500.00)	\$2,500.00	\$0.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management Program	7,750.00	2,500.00	(5,250.00)	7,750.00	0.00
Property & Casualty Insurance	7,000.00	7,000.00	0.00	7,000.00	0.00
Club Facility Maintenance	7,500.00	2,500.00	(5,000.00)	7,500.00	0.00
Landscape Maintenance - Contract	25,000.00	10,000.00	(15,000.00)	53,025.00	28,025.00
Landscape Maintenance - Other	7,500.00	3,500.00	(4,000.00)	10,000.00	2,500.00
Plant Replacement Program	2,500.00	500.00	(2,000.00)	5,000.00	2,500.00
Irrigation Maintenance	3,500.00	2,500.00	(1,000.00)	10,000.00	6,500.00
Pool Maintenance	10,000.00	0.00	(10,000.00)	15,000.00	5,000.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$70,750.00	\$28,500.00	(\$42,250.00)	\$115,275.00	\$44,525.00
TOTAL EXPENDITURES	\$170,075.00	\$121,523.54	(\$48,551.46)	\$224,600.00	\$54,525.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$0.00	\$840.00	\$840.00	\$0.00	\$0.00

FISCAL YEAR 2017
PROPOSED ANNUAL OPERATING BUDGET

CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Miscellaneous Administration

This is required of the District to store its official records.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Investment Reporting Fees

This is to provide an investment report to the District on a quarterly basis.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Technology Services

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

Website Administration

This is for maintenance and administration of the District's official website.

Capital Outlay

This is to purchase new equipment as required.

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Garbage/Solid Waste Control Services

Garbage Collection

This item is for pick up at the recreation facility and parks as needed.

Water-Sewer Combination Services

Water Utility Services

This item is for the potable and non-potable water used for irrigation.

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property Taxes

This item is for property taxes assessed to lands within the District.

Irrigation Maintenance

Repairs necessary for everyday operation of the irrigation system to ensure its effectiveness.

Pool Maintenance

This item is necessary to contract with a vendor to maintain the pool within state guidelines for public use.

Clubhouse Maintenance

This item provides for operations, maintenance, and supplies to the District's Amenity Center.

CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

REVENUES

CDD Capitalized Interest	\$	482,963
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TOTAL REVENUES	\$	482,963
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EXPENDITURES

Series 2015 November Bond Principal Payment	\$	-
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Series 2015 May Bond Interest Payment	\$	241,481
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Series 2015 November Bond Interest Payment	\$	241,481
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TOTAL EXPENDITURES	\$	482,963
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EXCESS OF REVENUES OVER EXPENDITURES	\$	-
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ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2016	\$	8,715,000
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Principal Payment Applied Toward Series 2015 Bonds	\$	-
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Bonds Outstanding - Period Ending 11/1/2017	\$	8,715,000
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CARLTON LAKES

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS

Lot Size	EBU Value	Unit Count	Debt Service Per Unit	O&M Per Unit	FY 2017 Total Assessment	Total Increase / (Decrease) in Annual Assmt
SERIES 2015 BONDS						
Single Family 40'	1.00	80	\$1,216	\$520	\$1,736	\$0
Single Family 50'	1.25	230	\$1,521	\$572	\$2,092	\$0
Single Family 60'	1.50	114	\$1,825	\$623	\$2,448	\$0

FISCAL YEAR 2017
PROPOSED ANNUAL OPERATING BUDGET

RESOLUTION 2016-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Carlton Lakes Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Hillsborough County, Florida (the “County”); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2016/2017 (“Operations and Maintenance Budget”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District’s Operation and Maintenance Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector (“Uniform Method”); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the County Property Appraiser and County Tax Collector to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operation and Maintenance Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Operations and Maintenance Budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Carlton Lakes Community Development District (the "Assessment Roll") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit "B"** to the County Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit "B"** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the County Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits "A" and "B"**.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibits "A" and "B"**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND DUE DATE.

A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operation and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

B. Direct Bill Assessments. The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2016; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2016, 25% due no later than February 1, 2017 and 25% due no later than May 1, 2017. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2016/2017, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

C. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the County Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the Hillsborough County property roll by the County Property Appraiser after the date of this Resolution, and shall amend the Districts Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Carlton Lakes Community Development District.

PASSED AND ADOPTED this 4th day of August, 2016.

ATTEST:

**CARLTON LAKES COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Assistant Secretary

By: _____
Jeff Hills
Chair of the Board of Supervisors

Exhibit “A” – Fiscal Year 2016/2017 Budget
Exhibit “B” – Assessment Roll

RESOLUTION 2016-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A TREASURER AND ASSISTANT TREASURER

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

WHEREAS, the Board of Supervisors of the District desires to appoint a Treasurer and Assistant Treasurer;

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

Section 1. Erin TenBroek is appointed Treasurer.

Eric Davidson is appointed Assistant Treasurer.

Section 2. All prior designations which are inconsistent with the designation herein are forthwith rescinded.

Section 3. This Resolution shall become effective on August 4, 2016.

PASSED AND ADOPTED THIS 4TH DAY OF AUGUST, 2016.

ATTEST:

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

SECRETARY / ASSISTANT SECRETARY

CHAIRMAN

RESOLUTION 2016-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATE, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

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

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Community Affairs, a schedule of its regular meetings.

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

Section 1. Regular meetings of the Board of Supervisors of the Carlton Lakes Community Development District, for the Fiscal Year 2017, shall be held as provided on the schedule, which is attached hereto and made a part heretofore, as Exhibit A.

Section 2. In accordance with Section 189.417(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with Hillsborough County and the Florida Department of Community Affairs, a schedule of the District’s regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 4TH DAY OF AUGUST, 2016.

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

EXHIBIT A

**BOARD OF SUPERVISORS MEETING DATES
CARLTON LAKESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017**

May 4, 2017	2:00 pm
August 3, 2017	2:00 pm

All meetings will convene at 2:00 p.m., at the offices of Meritus, located at 2005 Pan Am Circle Suite 120, Tampa, FL 33607.

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT

May 5, 2016 Minutes of Regular Meeting

Minutes of Regular Meeting

The Regular Meeting of the Carlton Lakes Community Development District was held on **Thursday, May 5, 2016 at 2:30 p.m.** at Meritus located at 2005 Pan Am Circle Suite 120, Tampa, FL 33607.

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

Jeff Hills	Chairman
Gary Jernigan	Vice Chairman
Ryan Motko	Supervisor

Staff Members Present:

Brian Lamb	District Manager
Brian Howell	Meritus
Nicole Chamberlain	Meritus
John Vericker	District Counsel

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the Regular Meeting of the Carlton Lakes Community Development District to order on **Thursday, May 5, 2016 at approximately 2:30 p.m.** and identified the Supervisors present constituting a quorum.

2. PUBLIC COMMENT ON AGENDA ITEMS

None

3. BUSINESS ITEMS

A. Consideration of Resolution 2016-05; Approving Proposed Fiscal Year 2017 Budget & Setting Public Hearing

Mr. Lamb reviewed the Resolution with the Board and went over the proposed budget. The public hearing was set for August 4, 2016 at 2:00 p.m. at the offices of Meritus.

MOTION TO:	Approve Resolution 2016-05.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

B. Annual Disclosure of Qualified Electors

Mr. Lamb announced there were zero qualified electors in the Carlton Lakes CDD.

4. CONSENT AGENDA

A. Consideration of Board of Supervisors Meeting Minutes December 14, 2015

B. Consideration of Operations and Maintenance Expenditures May 2016

C. Review of Financial Statements Month Ending March 31, 2016

MOTION TO:	Approve Consent Agenda items A-C.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

D. General Matters of the District

5. STAFF REPORTS

A. District Counsel

i. 2016 Legislative Update Memorandum

The Board reviewed the memo.

B. District Engineer

C. District Manager

6. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

Discussion on new Board members for the two vacant seats.

7. ADJOURNMENT

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

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

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

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

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

Signature

Printed Name

Title:

☐ **Chair**

☐ **Vice Chair**

Signature

Printed Name

Title:

☐ **Secretary**

☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date

Official District Seal

Carlton Lakes Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	7365	\$ 2,834.87		Management Service - May
Meritus Districts	7404	2,820.55		Management Service - June
Meritus Districts	7453	2,821.70	\$ 8,477.12	Management Service - July
Monthly Contract Sub-Total		\$ 8,477.12		
Variable Contract				
Straley Robin	13437	\$ 280.00		Professional Service thru 06/15/16 - General
Variable Contract Sub-Total		\$ 280.00		
Utilities				
Tampa Electric	1476 1213510 042116	\$ 92.94		Electric Service thru 04/19/16
Tampa Electric	1476 1213510 052016	133.89	\$ 226.83	Electric Service thru 05/18/16
Utilities Sub-Total		\$ 226.83		
Regular Services				
Regular Services Sub-Total		\$ 0.00		
Additional Services				
Tampa Bay Times	61073 053116	\$ 43.44		Change in Meeting & Finance Charge - 04/28/16
Tampa Electric	14760123510 041416	1,530.00		Electric Deposit - 04/14/16
Additional Services Sub-Total		\$ 1,573.44		
TOTAL:		\$ 10,557.39		

Carlton Lakes Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	---------------------------	--------	-----------------	----------------------

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

5680 W. Cypress St.
Suite A
Tampa, FL 33607



Invoice Number: 7365
Invoice Date: May 1, 2016
Page: 1

Voice: 813-873-7300
Fax: 813-873-7070

Bill To:
Carlton Lakes CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Carlton Lakes CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
51300	Best Way		5/1/16

Quantity	Item	Description	Unit Price	Amount
DMS	3101	District Management Services - May		2,812.50
EXP	4101	Express Delivery Services - 3/29/16		22.37
		M		

Subtotal	2,834.87
Sales Tax	
Total Invoice Amount	2,834.87
Payment/Credit Applied	
TOTAL	2,834.87

Check/Credit Memo No:

Approved 5/3/2016 by wxavier

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



Meritus
Districts
Solutions for Better Communities.

Invoice Number: 7404
Invoice Date: Jun 1, 2016
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Carlton Lakes CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

[illegible]

Customer ID	Customer PO	Payment Terms	
Carlton Lakes CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
51300	Best Way		6/1/16

[illegible]

Subtotal	2,820.55
Sales Tax	
Total Invoice Amount	2,820.55
Payment/Credit Applied	
TOTAL	2,820.55

Check/Credit Memo No:

CL 052014

Approved 5/25/2016 by bhowell

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



Invoice Number: 7453
Invoice Date: Jul 1, 2016
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:	
Carlton Lakes CDD 2005 Pan Am Circle Suite 120 Tampa, FL 33607	

Ship to:

Customer ID	Customer PO	Payment Terms	
Carlton Lakes CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
51500	Best Way		7/1/16

Quantity	Item	Description	Unit Price	Amount
	DMS Postage	District Management Services - July Postage - May		2,812.50 9.20
		OC		
			JUN 23 2 05	

Subtotal	2,821.70
Sales Tax	
Total Invoice Amount	2,821.70
Payment/Credit Applied	
TOTAL	2,821.70

Check/Credit Memo No:

Approved 6/29/2016 by bhowell

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

CARLTON LAKES COMMUNITY DEVELOPMENT DISTRICT
2005 PAN AM CIRCLE, SUITE 120
TAMPA, FL 33607

June 21, 2016

Client: 001463

Matter: 000001

Invoice #: 13437

Page: 1

RE: General

For Professional Services Rendered Through June 15, 2016

SERVICES

Date	Person	Description of Services	Hours
5/24/2016	LH	REVIEW EMAIL FROM R. MOTKO RE DEED FOR PORTION OF PARCEL 300: PREPARE DEED FOR SAME.	0.5
5/31/2016	LH	PREPARE EMAIL TO B. LAMB RE STATUS OF RESPONDING TO PUBLIC RECORDS REQUEST.	0.1
6/1/2016	LH	PREPARE EMAIL TO D. HUKILL RE STATUS OF RECEIVING PUBLIC RECORDS REQUEST; REVIEW EMAIL FROM D. HUKILL RE REQUEST NOT RECEIVED; REVIEW FLORIDA DEPT. OF ECONOMIC OPPORTUNITY WEBSITE RE INFORMATION AS TO REGISTERED AGENT; FOLLOW UP EMAILS TO AND FROM D. HUKILL RE SAME; OFFICE CONFERENCE WITH V. BABBAR RE SAME.	0.3
6/2/2016	VKB	DRAFT EMAIL TO D. HUKILL RE PUBLIC RECORDS REQUESTS AND REGISTERED AGENT OF THE DISTRICT.	0.2
6/6/2016	LH	PREPARE EMAIL TO D. HUKILL AND T. FARLOW RE STATUS OF PROVIDING RESPONSE TO PUBLIC RECORDS REQUEST.	0.1
6/13/2016	VKB	FOLLOW UP ON STATUS OF UPDATING REGISTERED AGENT WITH DEPARTMENT OF ECONOMIC OPPORTUNITY.	0.2
6/13/2016	LH	REVIEW RESPONSE TO FIRST PUBLIC RECORDS REQUEST AND UPDATE INFORMATION IN FILES.	0.1

CL 06/2016

51400-3107

062216

Approved 6/23/2016 by bhowell

June 21, 2016
Client: 001463
Matter: 000001
Invoice #: 13437

Page: 2

SERVICES

Date	Person	Description of Services	Hours
6/14/2016	LH	REVIEW EMAIL FROM D. HUKILL TO PUBLIC RECORDS REQUESTER ACKNOWLEDGING RECEIPT OF THE ADDITIONAL REQUEST.	0.1
Total Professional Services			1.6
			\$280.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	0.4	\$100.00
LH Lynn Hoodless	1.2	\$180.00
Total Services		\$280.00
Total Disbursements		\$0.00
Total Current Charges		\$280.00
PAY THIS AMOUNT		\$280.00

Please Include Invoice Number on all Correspondence

Your Electric Bill

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TAMPA ELECTRIC

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tampaelectric.com
5671-12033

Average kWh per day

Apr 2016 5

Our Share program lets you give a tax-deductible contribution to help customers in need pay their electric bills. Tampa Electric and Peoples Gas will match your contribution dollar-for-dollar up to a combined \$500,000 annually. Visit tampaelectric.com/share to learn more.

April Billing Information:

719306

CARLTON LAKES CDD
14003 1/7 CLEMENT PRIDE BL
RIVERVIEW FL 33579-0000

Account Number
1476 1213510

Statement Date
Apr 21, 2016

Prorated

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	15 day period
C27376	00076	00000	76	1	

Next Read Date On Or About May 17, 2016

Total kWh Purchased 76

Account Activity	Explanation	Charge	Total
Previous Balance		0.00	
Payments Received	As of April 21, 2016	0.00	
			\$0.00

New Charges Due by May 12, 2016

Service from Apr 04 to Apr 19

Basic Service Charge	General Service 200 Rate	9.00
Energy Charge	76 kWh @ \$.05788/kWh	4.41
Fuel Charge	76 kWh @ \$.03676/kWh	2.79
Electric Service Cost		\$16.20
Florida Gross Receipts Tax	Based on \$16.20	0.42
Fla State Taxes-energy/Fuel	Based on \$16.62	1.32
This Month's Charges		\$17.94

Amount not paid by due date may be assessed a late payment charge.

Activation Fee	75.00
Total Miscellaneous Charges	\$75.00
Total Due	\$92.94

Customer Service - Business Hillsborough Co: 813.228.1010. **All Other:** 1.866.TECO.BIZ (866.832.6249)

Need to contact us?

Your time is valuable and we want to do everything possible to make your requests fast and easy. Check out the helpful tips on the "Need to contact us?" insert enclosed with this month's statement. If you're an e-Bill customer, visit tampaelectric.com/contact to download the insert.

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

719306



Account No.
1476 1213510

New Charges
\$92.94
Payable by May 12

Total Bill Amount
\$92.94

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

5671-12033 12033-1L43



CARLTON LAKES CDD
c/o ROBERT RIOS
2005 PAN AM CIR STE 120
TAMPA FL 33607-2380



0503161800

06 1476 1213510 0000092.94

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Web site at
tampaelectric.com
7771-12028

Average kWh per day

May 2016	5
Apr 2016	5

Fuel sources we use to serve you

For the 12-month period ending March 2016, the percentage of fuel type used by Tampa Electric to provide electricity to its customers was:

- Natural gas & oil*.....52%
- Coal.....41%
- Purchased Power.....7%

*Oil makes up less than 1%

Tampa Electric provides this information to our customers on a quarterly basis.

May Billing Information:

719330

CARLTON LAKES CDD
14003 1/7 CLEMENT PRIDE BL
RIVERVIEW FL 33579-0000

Account Number
1476 1213510

Statement Date
May 20, 2016

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	29 day period
C27376	00229	00076	153	1	
Next Read Date On Or About Jun 16, 2016			Total kWh Purchased		153
Account Activity		Explanation		Charge	Total
Previous Balance				92.94	
Payments Received		As of May 20, 2016		0.00	
Total Past Due Amount					\$92.94
New Charges Due by Jun 13, 2016			Service from Apr 19 to May 18		
Basic Service Charge		General Service 200 Rate		18.00	
Energy Charge		153 kWh @ \$.05788/kWh		8.85	
Fuel Charge		153 kWh @ \$.03676/kWh		5.62	
Electric Service Cost				\$32.47	
Florida Gross Receipts Tax		Based on \$32.47		0.83	
Fla State Taxes-energy/Fuel		Based on \$33.30		2.65	
This Month's Charges					\$35.95
Amount not paid by due date may be assessed a late payment charge.					
Late charge as of 05/13/16		On \$92.94		5.00	
Total Miscellaneous Charges					\$5.00
Total Due					\$133.89

Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)

Did you know?

The rate you pay today is 7% lower than 9 years ago.
Visit tampaelectric.com/value to learn more.

CL052014

53100-4102

MAY 25 2016

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

719330



Account No.
1476 1213510

Past due Amount
\$92.94
Pay now to avoid
disconnection

New Charges
\$40.95
Payable by Jun 13

Total Bill Amount
\$133.89

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

7771-12028 12028-1048



CARLTON LAKES CDD
c/o ROBERT RIOS
2005 PAN AM CIR STE 120
TAMPA FL 33607-2380

052716

1

1810

08

1476 1213510

0000133.89



Tampa Bay Times
tampabay.com

Account Rep:
Credit Rep: 727-893-8282
Fed Tax ID: 59-0482470

PAGE 1

ACCOUNT NUMBER
61073

BILLING PERIOD
05/01/16 - 05/31/16

AMOUNT DUE:
\$43.44

CUSTOMER SUMMARY FOR CARLTON LAKES CDD

ACCOUNT NAME

CARLTON LAKES CDD
2005 PAN AM CIRCLE STE 120
TAMPA FL 33607

PERIOD ENDING	05/31/16
PREVIOUS BALANCE	\$42.80
CURRENT CHARGES	\$0.64
ADJUSTMENTS	\$0.00
PAYMENTS	\$0.00
BALANCE DUE	\$43.44

Sales Rep: Unassigned

ADVERTISING STATEMENT AND INVOICE

Terms of Payment: Net 30

Start	Stop	Ad Number	Zone	Class	Description PO Number	Insertions	Size	Net Amount
					BALANCE FORWARD			\$42.80
	05/31/16				FINANCE CHARGE			\$0.64

CLOS2014
5300
4201

JUN 06 2016

Tampa Bay Times
tampabay.com

Amount due: \$43.44

Due Date: 6/30/2016 Amount Paid:

Billing Date	5/31/2016
---------------------	-----------

Billing Period	Advertiser Name	Account Number	Agency Name	Agency Number	Prepaid*
05/01/16 - 05/31/16	CARLTON LAKES CDD	61073			
Total Amount Due	Current Period	30 Days	60 Days	90 Days	120 Days
\$43.44	\$0.64	\$42.80	\$0.00	\$0.00	\$0.00

CARLTON LAKES CDD
2005 PAN AM CIRCLE STE 120
TAMPA FL 33607

REMIT TO:
TAMPA BAY TIMES
DEPT 3396
P O BOX 123396
DALLAS, TX 75312-3396

Approved 6/10/2016 by bhowell

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tampaelectric.com
515M-00042

April Billing Information:

500042

CARLTON LAKES CDD
14003 1/7 CLEMENT PRIDE BL
RIVERVIEW FL 33579-0000

Account Number
1476 1213510

Statement Date
Apr 14, 2016

DEPOSIT FINAL NOTICE

This is the Final Notice on your **Deposit Bill** for \$1,530.00.

To avoid having your electric service disconnected, **full payment** must be made no later than **April 29, 2016**.

In order to maintain electric service, full payment must be made no later than **April 29, 2016**.
A reconnect fee will be billed, if service is interrupted:

\$ 55.00 fee for service interrupted at the meter or,
\$165.00 fee for service interrupted at the transformer.

Please **DO NOT MAIL**, as we may not receive your payment in time to avoid disconnection. If paying at a payment agent, please allow three business days for the payment to post to your electric account. Payments not received at Tampa Electric by the due date indicated, may be subject to service interruption.

If you have already paid, Thank You.

Total Due

\$1,530.00

Customer Service - Business Hillsborough Co: 813.228.1010. **All Other:** 1.866.TECO.BIZ (866.832.6249)

Important Please Note:
Payments received may be applied to any unpaid deposit billing due on this account.

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

DEPOSIT FINAL NOTICE

500042



Account No.
1476 1213510

Payable by Apr 29

Total Bill Amount
\$1,530.00

*Full amount must be paid
to avoid disconnection*

515M-00042 00042-1002



CARLTON LAKES CDD
c/o ROBERT RIOS
2005 PAN AM CIR STE 120
TAMPA FL 33607-2380



042916

0 1800 96 1476 1213510 0001530.00

Approved 5/2/2016 by wxavier

Your Electric Bill

We appreciate the opportunity to serve you.

LIFE RUNS ON ENERGY®

TECO
TAMPA ELECTRIC

Visit our
Web site at
tampaelectric.com
443B-00012

April Billing Information:

300012

CARLTON LAKES CDD
14003 1/7 CLEMENT PRIDE BL
RIVERVIEW FL 33579-0000

Account Number
1476 1213510

Statement Date
Apr 05, 2016

BILL FOR DEPOSIT

Deposit due by: April 13, 2016

Total Due Deposit Billing

\$1,530.00

Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)

Important Please Note:
Payments received may be applied to any unpaid deposit billing
due on this account.

APR 13 2016

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

300012



Account No.
1476 1213510

Payable by Apr 13

Total Bill Amount
\$1,530.00

DEPOSIT BILL

Mail Payment To:
P.O. Box 31318
Tampa, FL 33631-3318

443B-00012 00012-1042

CARLTON LAKES CDD
c/o ROBERT RIOS
5680 W CYPRESS ST STE A
TAMPA FL 33607-1775



Carlton Lakes Community Development District

Financial Statements
(Unaudited)

Period Ending
June 30, 2016



Meritus Districts
2005 Pan Am Circle ~ Suite 120 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Carlton Lakes Community Development District

Balance Sheet

As of 6/30/2016

(In Whole Numbers)

	General Fund	Debt Service - Series 2015	Capital Projects- Series 2015	General Fixed Assets Account Group	General Long-Term Debt
Assets					
Cash-Operating Account	1,942	0	0	0	0
Accounts Receivable - Other	0	0	0	0	0
Investments-Revenue Account 2015	0	256	0	0	0
Investments-Reserve 2015	0	611,988	0	0	0
Investments-Interest 2015	0	724,807	0	0	0
Investments-Prepaym... 2015	0	7,071	0	0	0
Investments-Subacco... of Construction 2015	0	0	111,991	0	0
Investments-Cost of Issuance 2015	0	0	0	0	0
Deposits	1,530	0	0	0	0
Construction Work In Progress	0	0	0	6,566,035	0
Amount Available-Debt Service	0	0	0	0	1,517,542
Amount To Be Provided-Debt Service	0	0	0	0	7,044,903
Total Assets	<u>3,472</u>	<u>1,344,121</u>	<u>111,991</u>	<u>6,566,035</u>	<u>8,562,445</u>

Liabilities

Carlton Lakes Community Development District

Balance Sheet

As of 6/30/2016

(In Whole Numbers)

	General Fund	Debt Service - Series 2015	Capital Projects- Series 2015	General Fixed Assets Account Group	General Long-Term Debt
Accounts Payable	27,944	0	0	0	0
Revenue Bonds Payable-Series 2015	0	0	0	0	8,562,445
Total Liabilities	<u>27,944</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,562,445</u>
Fund Equity & Other Credits					
Fund Balance-Unreserved	(1,017)	0	0	0	0
Investment In General Fixed Assets	0	0	0	6,566,035	0
Other	(23,455)	1,344,121	111,991	0	0
Total Fund Equity & Other Credits	<u>(24,472)</u>	<u>1,344,121</u>	<u>111,991</u>	<u>6,566,035</u>	<u>0</u>
Total Liabilities & Fund Equity	<u>3,472</u>	<u>1,344,121</u>	<u>111,991</u>	<u>6,566,035</u>	<u>8,562,445</u>

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2015 Through 6/30/2016

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
<hr/>				
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Off Roll	0	1,246	1,246	0 %
Contributions & Donations From Private Sources				
Developer Contributions	170,075	14,280	(155,795)	(92)%
Total Revenues	<u>170,075</u>	<u>15,526</u>	<u>(154,549)</u>	<u>(91)%</u>
<hr/>				
Expenditures				
Financial & Administrative				
District Manager	33,750	19,875	13,875	41 %
District Engineer	7,500	0	7,500	100 %
Disclosure Report	5,000	0	5,000	100 %
Trustees Fees	5,500	0	5,500	100 %
Auditing Services	5,000	0	5,000	100 %
Postage, Phone, Faxes, Copies	1,000	60	940	94 %
Public Officials Insurance	1,900	0	1,900	100 %
Legal Advertising	1,000	1,642	(642)	(64)%
Bank Fees	250	221	29	12 %
Dues, Licenses & Fees	175	200	(25)	(14)%
Office Supplies	250	0	250	100 %
Website Administration	0	946	(946)	0 %
Legal Counsel				
District Counsel	10,000	15,809	(5,809)	(58)%
Electric Utility Services				
Electric Utility Services	25,000	227	24,773	99 %
Garbage/Solid Waste Control Services				

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2015 Through 6/30/2016

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Garbage Collection	500	0	500	100 %
Water-Sewer Combination Services				
Water Utility Services	2,500	0	2,500	100 %
Other Physical Environment				
Waterway Management Program	7,750	0	7,750	100 %
Property & Casualty Insurance	7,000	0	7,000	100 %
Club Facility Maintenance	7,500	0	7,500	100 %
Landscape Maintenance - Contract	25,000	0	25,000	100 %
Landscape Maintenance - Other	7,500	0	7,500	100 %
Plant Replacement Program	2,500	0	2,500	100 %
Irrigation Maintenance	3,500	0	3,500	100 %
Pool Maintenance	10,000	0	10,000	100 %
Total Expenditures	170,075	38,981	131,094	77 %
Excess Of Revenues Over (Under) Expenditures	0	(23,455)	(23,455)	0 %

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

200 - Debt Service - Series 2015

From 10/1/2015 Through 6/30/2016

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
Lot Closings	0	7,070	7,070	0 %
Interest Earnings				
Interest Earnings	0	620	620	0 %
Total Revenues	0	7,690	7,690	0 %
Expenditures				
Debt Service Payments				
Interest-Series 2015	0	181,111	(181,111)	0 %
Total Expenditures	0	181,111	(181,111)	0 %
Other Financing Sources				
Debt Proceeds				
Bond Proceeds	0	1,517,542	1,517,542	0 %
Total Other Financing Sources	0	1,517,542	1,517,542	0 %
Excess Of Revenues Over (Under) Expenditures	0	1,344,121	1,344,121	0 %

Carlton Lakes Community Development District

Statement of Revenues and Expenditures

300 - Capital Projects- Series 2015

From 10/1/2015 Through 6/30/2016

(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	180	180	0 %
Total Revenues	0	180	180	0 %
Expenditures				
Financial & Administrative				
District Manager	0	33,500	(33,500)	0 %
District Engineer	0	10,000	(10,000)	0 %
Trustees Fees	0	12,081	(12,081)	0 %
Underwriter	0	40,000	(40,000)	0 %
Miscellaneous Fees	0	1,250	(1,250)	0 %
Legal Counsel				
District Counsel	0	35,000	(35,000)	0 %
Bond Counsel	0	51,000	(51,000)	0 %
Other Physical Environment				
Improvements Other Than Buildings	0	6,566,035	(6,566,035)	0 %
Total Expenditures	0	6,748,866	(6,748,866)	0 %
Other Financing Sources				
Debt Proceeds				
Bond Proceeds	0	6,860,678	6,860,678	0 %
Total Other Financing Sources	0	6,860,678	6,860,678	0 %
Excess Of Revenues Over (Under) Expenditures	0	111,991	111,991	0 %

Carlton Lakes Community Development District
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 06/30/16
Reconciliation Date: 6/30/2016
Status: Locked

Bank Balance	8,729.96
Less Outstanding Checks/Vouchers	6,787.71
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	1,942.25
Balance Per Books	<u>1,942.25</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Carlton Lakes Community Development District
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 06/30/16

Reconciliation Date: 6/30/2016

Status: Locked

Outstanding Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
1020	3/2/2016	System Generated Check/Voucher	41.78	Times Publishing Company
1024	4/19/2016	System Generated Check/Voucher	6,549.93	Straley & Robin
1030	6/13/2016	System Generated Check/Voucher	196.00	Patricia A. Morris
Outstanding Checks/Vouchers			6,787.71	

SUNTRUST BANK
PO BOX 305183
NASHVILLE TN 37230-5183

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06/30/2016
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Account Statement



CARLTON LAKES CDD
2005 PAN AM CIR STE 120
TAMPA FL 33607-2380

Questions? Please call
1-800-786-8787

IS IT TIME TO MAKE A PERSONAL COMMITMENT TO IMPROVE YOUR FINANCIAL HEALTH?
THEN IT'S TIME TO TAKE ACTION:
JOIN US AT ONUP.COM TO LEARN HOW TO MOVE FROM FINANCIAL STRESS TO CONFIDENCE.

Account Summary	Account Type	Account Number	Statement Period
	ANALYZED BUSINESS CHECKING		06/01/2016 - 06/30/2016

Description	Amount	Description	Amount
Beginning Balance	\$9,068.85	Average Balance	\$8,813.46
Deposits/Credits	\$25.00	Average Collected Balance	\$8,815.12
Checks	\$338.07	Number of Days in Statement Period	30
Withdrawals/Debits	\$25.82		
Ending Balance	\$8,729.96		

Deposits/Credits	Date	Amount	Serial #	DEPOSIT	Date	Amount	Serial #
	06/23	25.00					
Deposits/Credits: 1				Total Items Deposited: 1			

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	1026	25.00	06/14	1028	92.94	06/06	*1031	43.44	06/23
	1027	42.80	06/08	1029	133.89	06/06			
Checks: 5				*Break in check sequence					

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	06/20	25.82		ACCOUNT ANALYSIS FEE
Withdrawals/Debits: 1				

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	06/01	9,068.85	9,068.85	06/20	8,748.40	8,748.40
	06/06	8,842.02	8,842.02	06/23	8,729.96	8,704.96
	06/08	8,799.22	8,799.22	06/27	8,729.96	8,729.96
	06/14	8,774.22	8,774.22			