

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT**

August 22, 2019 Minutes of the Regular Meeting and Public Hearings

Minutes of the Board of Supervisors Regular Meeting and Public Hearings

The Regular Meeting and Public Hearings of the Board of Supervisors of the Carlton Lakes Community Development District was held on **Thursday, August 22, 2019 at 2:00 p.m.** at Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Nicole Hicks called the Regular Meeting and Public Hearings of the Board of Supervisors of Carlton Lakes Community Development District to order on **Thursday, August 22, 2019 at approximately 2:20 p.m.** and identified the Supervisors present constituting a quorum.

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

Jeff Hills	Chair
Nicholas Dister	Supervisor
Kelly Evans	Supervisor
Chloe Firebaugh	Supervisor

Staff Members Present:

Brian Lamb	Meritus
Nicole Hicks	Meritus
Vivek Babbar	Straley Robin Vericker

There were four residents in attendance.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. RECESS TO PUBLIC HEARING

Ms. Hicks directed the Board to recess to the public hearing.

41 **4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2020 BUDGET**

42 **A. Open Public Hearing on Proposed Fiscal Year 2020 Budget**

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MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

51 **B. Staff Presentations**

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Mr. Lamb went over the budget and assessments. There is an increase in the operating budget and assessments for fiscal year 2020 that is primarily related to the expansion of the streetlight system, water and utilities services, landscape program, and the addition of field staff for the amenity center. Notice was sent and there was a workshop for residents about the increase.

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58 **C. Public Comments**

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Residents asked about budgeting for amenity field staff, debris in the ponds, landscaping, trash, paying early on the assessments, and field staffing hours and amount.

63 **D. Consideration of Resolution 2019-04; Adopting Fiscal Year 2020 Budget**

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The Board reviewed the resolution.

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MOTION TO:	Approve Resolution 2019-04.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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74 **E. Consideration of the Developer Funding Agreement 2019-2020**

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The Board reviewed the Developer Funding Agreement.

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MOTION TO:	Approve the Developer Funding Agreement.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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F. Close Public Hearing on Proposed Fiscal Year 2020 Budget

MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Firebaugh
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS

A. Open Public Hearing on Levying O&M Assessments

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Firebaugh
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

B. Staff Presentations

Mr. Babbar explained the resolution.

C. Public Comments

There were no public comments.

D. Consideration of Resolution 2019-05; Levying O&M Assessments

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2019-05.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

125 **E. Close Public Hearing on Levying O&M Assessments**

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MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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135 **6. RETURN TO REGULAR MEETING**

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137 Ms. Hicks directed the Board to return to the regular meeting.

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141 **7. BUSINESS ITEMS**

142 **A. Consideration of Resolution 2019-06; Setting Fiscal Year 2020 Meeting Schedule**

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144 The Board reviewed resolution and meeting schedule.

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MOTION TO:	Approve Resolution 2019-06.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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B. General Matters of the District

8. CONSENT AGENDA

A. Consideration of Minutes of the Regular Meeting June 6, 2019

B. Consideration of Operations and Maintenance Expenditures May 2019

C. Consideration of Operations and Maintenance Expenditures June 2019

D. Consideration of Operations and Maintenance Expenditures July 2019

E. Review of Financial Statements Month Ending April 30, 2019

The Board reviewed the Consent Agenda items.

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MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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174 **9. VENDOR/STAFF REPORTS**

175 **A. District Counsel**

176 **B. District Engineer**

177 **C. District Manager**

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179 There were no staff reports at this time.

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182 **10. SUPERVISOR REQUESTS**

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184 Supervisor Evans asked to make sure that personal information on the clubhouse rental forms is
185 marked out in the meeting books.

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187 Supervisor Hills asked to research the number of COs in regards to Board turnover to residents.

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190 **11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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192 A resident asked about the process of residential turnover of the Board. Mr. Lamb and Mr. Babbar
193 explained.

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196 **12. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Dister
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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

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

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

213 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
214 meeting held on 05/07/2020.

215 Jeffery S Hills

216 **Signature**

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218 Jeffery S Hills

219 **Printed Name**

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221 **Title:**

222 **Chair**

223 **Vice Chair**

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Brian Lamb

Signature

Brian Lamb

Printed Name

Title:

Secretary

Assistant Secretary

Recorded by Records Administrator

Brittany Crutchfield

Signature

05/12/2020

Date

