

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS CONTINUED
AUDIT COMMITTEE MEETING, REGULAR MEETING AND PUBLIC HEARING
AUGUST 11, 2017**

**CARLTON LAKES
COMMUNITY DEVELOPMENT DISTRICT AGENDA**

Friday, August 11, 2017

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	Ryan Motko
	Supervisor	Rhonda Nelson
	Supervisor	Brady Lefere
	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 11, 2017
Board of Supervisors
Carlton Lakes Community Development District

Dear Board Members:

The Continued Audit Committee Meeting, Regular Meeting and Public Hearing of Carlton Lakes Community Development District will be held on **August 11, 2017 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:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

AUDIT COMMITTEE MEETING

1. Appoint Chairman
2. Selection of Criteria for Evaluation of Proposals
3. Determine Date, Time and Location RFP Required, Consider Notice of Request for Proposals for Annual Audit Services
4. Consider Sending RFP to Interested Firms
5. Determine Date of Next Committee Meeting
Included behind this agenda are guide documents

PUBLIC HEARING AND REGULAR MEETING

- 1. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2018 BUDGET**
 - A. Open Public Hearing on Proposed Fiscal Year 2018 Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Close Public Hearing on Proposed Fiscal Year 2018 Budget
 - E. Consideration of Resolution 2017-10; Adopting Fiscal Year 2018 Budget Tab 01
- 2. BUSINESS ITEMS**
 - A. Consideration of Resolution 2017-11; Assessment Resolution Tab 02
 - B. Acceptance of Fiscal Year Ended September 2016 Financial Review Tab 03
 - C. Consideration of Resolution 2017-12; Setting Fiscal Year 2018 Meeting Schedule..... Tab 04
 - D. General Matters of the District
- 3. CONSENT AGENDA**
 - A. Consideration of Board of Supervisors Meeting Minutes May 4, 2017 Tab 05
 - B. Consideration of Board of Supervisors Special Meeting Minutes May 22, 2017 Tab 06
 - C. Consideration of Operations and Maintenance Expenditures July 2017 Tab 07
 - D. Review of Financial Statements Month Ending July 31, 2017..... Tab 08
- 4. STAFF REPORTS**
 - E. District Counsel
 - F. District Engineer
 - G. District Manager
- 5. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 6. 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.