



Rizzetta & Company

# **Channing Park Community Development District**

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## **Board of Supervisors' Regular Meeting May 20, 2021**

District Office · Riverview, Florida · (813) 533-2950

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.channingparkcdd.org](http://www.channingparkcdd.org)

## **CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT AGENDA**

<b>Board of Supervisors</b>	Michael Basso Steven Kelly Gary Randolph Sr. Vacant Vacant	Chairman Vice Chairman Asst. Secretary Asst. Secretary Asst. Secretary
<b>District Manager</b>	Jerry Whited	Rizzetta & Company, Inc.
<b>District Attorney</b>	Lauren Gentry	Hopping Green & Sams, P.A.
<b>Interim Engineer</b>	Trent Stephenson	Waldrop Engineering

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting / hearing / workshop by contacting the District Manager at (813)533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that 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.

**CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT**  
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**Board of Supervisors  
Channing Park Community  
Development District**

May 13, 2021

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Channing Park Community Development District will be held on **Thursday, May 20, 2021 at 4:00 p.m.** to be held at the Channing Park Recreation Center Located at 173558 Chelsea Downs Circle, Lithia, FL 33547. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for this meeting:

**BOARD OF SUPERVISORS MEETING:**

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on August 20, 2020 .....Tab 1
  - B. Consideration of Operations & Maintenance Expenditures for August 2020 through April 2021.....Tab 2
  - C. Consideration of a Board Resignation - Robin Giove.....Tab 3
- 4. STAFF REPORTS**
  - A. District Counsel
    1. *Presentation of E-Verify Memo* .....Tab 4
  - B. District Engineer
  - C. District Manager
    1. *Presentation of Voter Count Registration* .....Tab 5
- 5. BUSINESS ITEMS**
  - A. Consideration of Resumes for Board Seat # 4
  - B. Administer Oath of Office to Newly Appointed Supervisor
    1. *Consideration of Compensation*
    2. *Review of Chapter 190 FL Statues*
    3. *Review of Sunshine Laws and Code of Ethics for Public Officers and Employees*
    4. *Consideration of Resolution 2021-01, Designating Officers of the District* .....Tab 6
  - C. Presentation of Proposed Budget for FY 2021-2022.....Tab 7
    1. *Consideration of Resolution 2021-02, Approving Proposed Budget & Setting Public Hearing* .....Tab 8
  - D. Ratification of 2020 Financial Audit Report .....Tab 9
  - E. Consideration of Series 2018 Arbitrage Report.....Tab 10
  - F. Transfer of Environmental Resource Form .....Tab 11
  - G. Presentation of Investing for FL Governmental Entities .....Tab 12
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

Channing Park Community Development District

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) 533-2950.

Sincerely,

*Jerry Whited*

Jerry Whited  
District Manager

## MINUTES OF MEETING

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the 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.*

CHANNING PARK  
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Channing Park Community Development District was held on **Thursday August 20, 2020 at 4:00 p.m.** conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, and July 29, 2020 respectively, and pursuant to Florida Statutes.

## Present was:

Michael Basso	<b>Chairman</b>
Steven Kelly	<b>Vice Chairman</b>
Robin Giove	<b>Assistant Secretary</b>
Gary Randolph	<b>Assistant Secretary</b>

## Also present were:

Justin Croom	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Lauren Gentry	<b>District Counsel, Hopping Green &amp; Sams</b>
Jeremy Fireline	<b>District Engineer</b>

## FIRST ORDER OF BUSINESS

## Call to Order

Mr. Croom called the meeting to order and read the roll call.

## SECOND ORDER OF BUSINESS

## Audience Comments

There were no audience comments

## THIRD ORDER OF BUSINESS

Consideration of the Minutes of the  
Board of Supervisors' Regular  
Meeting Held on May 21, 2020

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Regular Meeting held on September 21, 2020 as presented for the Channing Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for May  
2020 through July 2020**

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for May 2020 (\$8,289.50), June 2020 (\$15,876.63), July 2020 (\$9,465.38) as presented for the Channing Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Gentry informed the Board that the executive order allowing quorum to be met by media communications has been extended until October 1<sup>st</sup>.

**B. District Engineer**

Not Present. No Report.

**C. District Manager**

Mr. Croom communicated the next regular meeting will be held on May 21, 2021 at 4:00 p.m.

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2020  
2021 Budget**

On a Motion by Ms. Giove seconded by Mr. Basso with all in favor, the Board opened the Public Hearing on Fiscal Year 2020-2021 Budget for Channing Park Community Development District.

Mr. Croom presented the Fiscal Year 2020-2021 budget to the Board. There were no comments from the Board or audience.

On a Motion by Mr. Randolph Sr. seconded by Mr. Basso with all in favor, the Board closed the Public Hearing on Fiscal Year 2020-2021 Budget for Channing Park Community Development District.

**2. Consideration of Resolution 2020-06, Adopting Fiscal Year 2020-2021 Budget**

Mr. Croom presented Resolution 2020-06 to the Board, which will adopt the Budget for Fiscal Year 2020-2021

On a Motion by Mr. Basso, seconded by Mr. Randolph Sr., with all in favor, the Board adopted Resolution 2020-06 for Channing Park Community Development District.

**3. Consideration of Resolution 2020-07, Imposing Special Assessments and Certifying Assessment Roll**

Mr. Croom presented Resolution 2020-07 to the Board, which will impose special assessments and certify the tax roll for the 2020-2021 budget.

On a Motion by Mr. Basso, seconded by Mr. Giove, with all in favor, the Board adopted Resolution 2020-07 for Channing Park Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Public Hearing on Amended and Restated Rules of Procedure**

On a Motion by Mr. Randolph Sr., seconded by Mr. Basso, with all in favor, the Board of Supervisors opened the public hearing on amended and restated rules of procedure for the Channing Park Community Development District.

There was no public comment.

On a Motion by Mr. Randolph Sr., seconded by Mr. Basso, with all in favor, the Board of Supervisors closed the public hearing on amended and restated rules of procedure for the Channing Park Community Development District.

**1. Presentation of Rules of Procedure**

Ms. Gentry reviewed the amended and restated rules of procedure with the Board for review.

**2. Consideration of Resolution 2020-08, Adopting Rules of Procedure**

Mr. Croom presented Resolution 2020-08, which will adopt the amended and restated rules of procedure.

On a Motion by Mr. Basso, seconded by Mr. Randolph Sr., with all in favor, the Board of Supervisors adopted Resolution 2020-08 for the Channing Park Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-09, Setting Meeting Schedule for FY 2020-2021**

Mr. Croom presented Resolution 2020-09, which will set the meeting dates for the 2020-2021 Fiscal Year for May 20, 2020 & August 19, 2021. All meetings will convene at 4:00 p.m. and will be held at the Channing Park Recreation Center located at 17358 Chelsea Downs Circle, Lithia, FL 33547. Mr. Croom also informed the Board that because of the COVID-19 public health emergency these meetings may be held telephonically, virtually, or at another location in the event the above location is not available.

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board adopted Resolution 2020-09, for the Belmont Community Development District.

**NINTH ORDER OF BUSINESS****Consideration of Storm Water Management Proposal**

The Board reviewed the proposal for storm water management. It was stated that this should be done about every five years to prevent slopes and any erosion problems. The Board would like to add a permit # to the proposal and to clarify item A of the description.

On a Motion by Mr. Basso, seconded by Mr. Giove, with all in favor, the Board of Supervisors approved the proposal and work authorization for storm water management at a total cost \$2,750.00 the Channing Park Community Development District.

**TENTH ORDER OF BUSINESS****Presentation of Monument Survey Report**

Mr. Clawson presented the monument survey with the Board for review. Discussion ensued regarding CDD owned monuments and marked easements.

**ELEVENTH ORDER OF BUSINESS****Discussion Regarding Trail Cleanup**

The Board discussed the need for trail cleanup and commented that the trail is in fairly good shape. It was stated that the survey would be an added "insurance" to ensure CDD does not cut too much. It was also stated that there are a few areas that could use clean up and the Board would like to see a revised proposal.

**TWELFTH ORDER OF BUSINESS****Consideration of Trail Survey Proposal**

The Board reviewed the survey proposal for the trail cleanup. Discussion ensued

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors approved a not to exceed amount of \$5,000.00 for trail maintenance and cleanup subject to approval from Ms. Giove for the Channing Park Community Development District.

On a Motion by Mr. Giove, seconded by Mr. Randolph Sr., with all in favor, the Board of Supervisors approved a not to exceed amount of \$2,000.00 for a revised survey of 9 homes subject to Ms. Giove final approval for the Channing Park Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisor Request**

Ms. Giove would like to know if the HOA or the CDD is responsible for the Enclave areas.

Mr. Basso commented on the updates needed for the trails and monuments.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Basso, seconded by Mr. Giove, with all in favor, the Board adjourned the meeting at 5:31 p.m. for the Channing Park Community Development District.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures August 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2020 through August 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$6,242.50**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

# Channing Park Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
GeoPoint Surveying, Inc.	000920	57266	9 Signs, 13 Columns and 2 Walls 07/20	\$ 1,500.00
Rizzetta & Company, Inc.	000917	INV0000051791	District Management Fees 08/20	\$ 2,600.00
Rizzetta Technology Services, LLC	000918	INV0000006120	Website Hosting Services 08/20	\$ 100.00
Times Publishing Company	000921	0000093331	Legal Advertising 07/22/20	\$ 1,056.00
Times Publishing Company	000919	0000097042 07/19/20	Legal Advertising 07/19/20	\$ 398.00
Times Publishing Company	000919	0000097045 07/22/20	Legal Advertising 07/22/20	<u>\$ 588.50</u>
<b>Report Total</b>				<u><b>\$ 6,242.50</b></u>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures September 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2020 through September 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$9,627.40**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Channing Park Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Egis Insurance Advisors, LLC	000922	11328	General/POL Liability Insurance FY 20/21	\$ 4,736.00
Gary Randolph Sr.	000926	GR082020	Board of Supervisor Meeting 08/20/20	\$ 200.00
Hopping Green & Sams	000924	116617	General Legal Services 07/20	\$ 363.90
Rizzetta & Company, Inc.	000927	INV0000052581	District Management Fees 09/20	\$ 2,600.00
Rizzetta Technology Services, LLC	000928	INV0000006219	Website Hosting Services 09/20	\$ 100.00
Robin Giove	000923	RG082020	Board of Supervisor Meeting 08/20/20	\$ 200.00
Steven M. Kelly	000925	SK082020	Board of Supervisor Meeting 08/20/20	\$ 200.00
Times Publishing Company	000929	0000106597	Legal Advertising 09/16/20	\$ 410.00
Waldrop Engineering	000930	0029333	Engineering Services 08/20	<u>\$ 817.50</u>
<b>Report Total</b>				<b><u>\$ 9,627.40</u></b>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures October 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2020 through October 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$17,703.01**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Channing Park Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Creative Sign Designs	000935	20001152	Monument Sign 09/30	\$ 4,320.00
Hopping Green & Sams	000933	117588	General Legal Services 08/20	\$ 1,727.00
Hopping Green & Sams	000933	117712	General Legal Services 09/20	\$ 126.00
Innersync Studio, Ltd	000931	18887	Website Service and Accessibility Compliance Service 10/20	\$ 384.38
Rizzetta & Company, Inc.	000932	INV0000053378	District Management Fees 10/20	\$ 3,941.67
Rizzetta & Company, Inc.	000932	INV0000053633	Assessment Roll Preparation FY 20/21	\$ 5,000.00
Rizzetta Technology Services, LLC	000934	INV0000006426	Website Hosting Services 10/20	\$ 100.00
Waldrop Engineering	000936	0029645	Engineering Services 09/20	<u>\$ 2,103.96</u>
<b>Report Total</b>				<b><u>\$ 17,703.01</u></b>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures November 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$6,116.67**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

# Channing Park Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Economic Opportunity	000939	83244	Special District Fee 20/21	\$ 175.00
LLS Tax Solutions Inc.	000941	002119	Arbitrage Calculation for PE 04/29/20	\$ 1,000.00
Rizzetta & Company, Inc.	000937	INV0000054247	District Management Fees 11/20	\$ 3,941.67
Rizzetta Technology Services, LLC	000938	INV0000006531	Website Hosting Services 11/20	\$ 100.00
Waldrop Engineering	000940	0028663	Engineering Services 06/20	\$ 900.00
<b>Report Total</b>				<b><u>\$ 6,116.67</u></b>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures December 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2020 through December 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$6,359.17**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Channing Park Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Advanced Drainage & Hydro Inc	000942	12022020- Advanced	Repair Concrete Structure 12/20	\$ 1,085.00
Hopping Green & Sams	000943	118566	General Legal Services 10/20	\$ 180.00
Rizzetta & Company, Inc.	000944	INV0000054723	District Management Fees 12/20	\$ 3,941.67
Rizzetta Technology Services, LLC	000945	INV0000006633	Website Hosting Services 12/20	\$ 100.00
Waldrop Engineering	000946	0030320	Engineering Services 11/20	\$ 640.00
Waldrop Engineering	000946	0030321	Engineering Services 11/20	<u>\$ 412.50</u>
<b>Report Total</b>				<u><b>\$ 6,359.17</b></u>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures January 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$8,606.55**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Channing Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
All American Lawn & Tree Specialist, LLC	000950	215276	Landscape Maintenance 11/20	\$ 2,752.50
All American Lawn & Tree Specialist, LLC	000950	3782	Mow/Debris 11/20	\$ 535.00
Hopping Green & Sams	000947	119393	General Legal Services 11/20	\$ 578.00
Hopping Green & Sams	000953	119679	General Legal Services 12/20	\$ 90.00
Innersync Studio, Ltd	000951	19123	Website Service and Accessibility Compliance Service 1/21	\$ 384.38
Rizzetta & Company, Inc.	000948	INV0000055500	District Management Fees 01/21	\$ 3,941.67
Rizzetta Technology Services, LLC	000949	INV0000006732	Website Hosting Services 01/21	\$ 100.00
Waldrop Engineering	000952	0030591	Engineering Services 12/20	<u>\$ 225.00</u>
<b>Report Total</b>				<u><b>\$ 8,606.55</b></u>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures February 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2021 through February 28, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$4,316.67**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Channing Park Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	000954	INV0000056039	District Management Fees 02/21	\$ 3,941.67
Rizzetta Technology Services, LLC	000955	INV0000006831	Website Hosting Services 02/21	\$ 100.00
Waldrop Engineering	000957	0030835	Engineering Services 01/21	<u>\$ 275.00</u>
<b>Report Total</b>				<b><u>\$ 4,316.67</u></b>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures March 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2021 through March 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$5,145.17**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Channing Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
All American Lawn & Tree Specialist, LLC	000961	4904	Clean Stormwater Culvert 01/21	\$ 917.50
Hopping Green & Sams	000958	120388	General Legal Services 01/21	\$ 75.00
Hopping Green & Sams	000962	120906	General Legal Services 02/21	\$ 111.00
Rizzetta & Company, Inc.	000959	INV0000057006	District Management Fees 03/21	\$ 3,941.67
Rizzetta Technology Services, LLC	000960	INV0000006930	Website Hosting Services 03/21	<u>\$ 100.00</u>
<b>Report Total</b>				<b><u>\$ 5,145.17</u></b>

# CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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District Office · Riverview, Florida · (813) 533-2950  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.channingparkcdd.org](http://www.channingparkcdd.org)

## **Operation and Maintenance Expenditures April 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2021 through April 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$4,426.05**

Approval of Expenditures:

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\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

# Channing Park Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Innersync Studio, Ltd	000963	19338	Website Service and Accessibility Compliance Service 04/21	\$ 384.38
Rizzetta & Company, Inc.	000964	INV0000057624	District Management Fees 04/21	\$ 3,941.67
Rizzetta Technology Services, LLC	000965	INV0000007414	Website Hosting Services 04/21	<u>\$ 100.00</u>
<b>Report Total</b>				<b><u>\$ 4,426.05</u></b>

**RESOLUTION 2021-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND REMOVING OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Channing Park 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 and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. \_\_\_\_\_ is appointed Chairman.

Section 2. \_\_\_\_\_ is appointed Vice Chairman.

Section 3. \_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ Jerry Whited \_\_\_\_\_ is appointed Assistant Secretary.

Section 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice-Chairman.

Section 5. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 20<sup>th</sup> DAY OF MAY 2021.**

**CHANNING PARK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**CHAIRMAN / VICE CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**ASSISTANT SECRETARY**



Rizzetta & Company

# **Channing Park CDD Community Development District**

[channingparkcdd.org](http://channingparkcdd.org)

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**Proposed Budget for Fiscal Year 2021-2022**

**Presented by: Rizzetta & Company, Inc.**

**12750 Citrus Park Lane  
Suite 115  
Tampa, Florida 33625  
Phone: 813-994-1001**

[rizzetta.com](http://rizzetta.com)

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## GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Interest Earnings:** The District may earn interest on its monies in the various operating accounts.

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Event Rental:** The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

**Facilities Rentals:** The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

### EXPENDITURES – ADMINISTRATIVE:

**Supervisor Fees:** The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

**Administrative Services:** The District will incur expenditures for the day to day operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

**District Management:** The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**District Engineer:** The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

**Disclosure Report:** The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

**Trustee's Fees:** The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

**Assessment Roll:** The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Accounting Services:** Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Auditing Services:** The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

**Arbitrage Rebate Calculation:** The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

**Travel:** Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

**Public Officials Liability Insurance:** The District will incur expenditures for public officials' liability insurance for the Board and Staff.

**Legal Advertising:** The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

**Bank Fees:** The District will incur bank service charges during the year.

**Dues, Licenses & Fees:** The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

**Miscellaneous Fees:** The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Website Hosting, Maintenance and Email:** The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

**District Counsel:** The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

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## **EXPENDITURES - FIELD OPERATIONS:**

**Deputy Services:** The District may wish to contract with the local police agency to provide security for the District.

**Security Services and Patrols:** The District may wish to contract with a private company to provide security for the District.

**Electric Utility Services:** The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

**Streetlights:** The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

**Utility - Recreation Facility:** The District may budget separately for its recreation and or amenity electric separately.

**Gas Utility Services:** The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

**Garbage - Recreation Facility:** The District will incur expenditures related to the removal of garbage and solid waste.

**Solid Waste Assessment Fee:** The District may have an assessment levied by another local government for solid waste, etc.

**Water-Sewer Utility Services:** The District will incur water/sewer utility expenditures related to district operations.

**Utility - Reclaimed:** The District may incur expenses related to the use of reclaimed water for irrigation.

**Aquatic Maintenance:** Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Fountain Service Repairs & Maintenance:** The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**Lake/Pond Bank Maintenance:** The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

**Wetland Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

**Mitigation Area Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

**Aquatic Plant Replacement:** The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property Insurance:** The District will incur fees to insure items owned by the District for its property needs

**Entry and Walls Maintenance:** The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance:** The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

**Irrigation Maintenance:** The District will incur expenditures related to the maintenance of the irrigation systems.

**Irrigation Repairs:** The District will incur expenditures related to repairs of the irrigation systems.

**Landscape Replacement:** Expenditures related to replacement of turf, trees, shrubs etc.

**Field Services:** The District may contract for field management services to provide landscape maintenance oversight.

**Miscellaneous Fees:** The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

**Gate Phone:** The District will incur telephone expenses if the District has gates that are to be opened and closed.

**Street/Parking Lot Sweeping:** The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

**Gate Facility Maintenance:** Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Roadway Repair & Maintenance:** Expenses related to the repair and maintenance of roadways owned by the District if any.

**Employees - Salaries:** The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

**Employees - P/R Taxes:** This is the employer's portion of employment taxes such as FICA etc.

**Employee - Workers' Comp:** Fees related to obtaining workers compensation insurance.

**Management Contract:** The District may contract with a firm to provide for the oversight of its recreation facilities.

**Maintenance & Repair:** The District may incur expenses to maintain its recreation facilities.

**Facility Supplies:** The District may have facilities that required various supplies to operate.

**Gate Maintenance & Repairs:** Any ongoing gate repairs and maintenance would be included in this line item.

**Telephone, Fax, Internet:** The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Office Supplies:** The District may have an office in its facilities which require various office related supplies.

**Clubhouse - Facility Janitorial Service:** Expenses related to the cleaning of the facility and related supplies.

**Pool Service Contract:** Expenses related to the maintenance of swimming pools and other water features.

**Pool Repairs:** Expenses related to the repair of swimming pools and other water features.

**Security System Monitoring & Maintenance:** The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous Expense:** Expenses which may not fit into a defined category in this section of the budget

**Athletic/Park Court/Field Repairs:** Expense related to any facilities such as tennis, basketball etc.

**Trail/Bike Path Maintenance:** Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

**Special Events:** Expenses related to functions such as holiday events for the public enjoyment

**Miscellaneous Fees:** Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

**Miscellaneous Contingency:** Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.

## RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

### EXPENDITURES:

**Capital Reserve:** Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.

## **DEBT SERVICE FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### **REVENUES:**

**Special Assessments:** The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

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### **EXPENDITURES – ADMINISTRATIVE:**

**Bank Fees:** The District may incur bank service charges during the year.

**Debt Service Obligation:** This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

**Proposed Budget**  
**Channing Park Community Development District**  
**General Fund**  
**Fiscal Year 2021/2022**

Chart of Accounts Classification	Actual YTD through 03/31/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
<b>REVENUES</b>							
Interest Earnings							
Interest Earnings	\$ 8	\$ 16	\$ -	\$ 16	\$ -	\$ -	
Special Assessments							
Tax Roll*	\$ 89,305	\$ 89,305	\$ 88,586	\$ 719	\$ 88,586	\$ -	
<b>TOTAL REVENUES</b>	<b>\$ 89,313</b>	<b>\$ 89,321</b>	<b>\$ 88,586</b>	<b>\$ 735</b>	<b>\$ 88,586</b>	<b>\$ -</b>	
Balance Forward from Prior Year	\$ -	\$ -		\$ -		\$ -	
<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 89,313</b>	<b>\$ 89,321</b>	<b>\$ 88,586</b>	<b>\$ 735</b>	<b>\$ 88,586</b>	<b>\$ -</b>	
<b>EXPENDITURES - ADMINISTRATIVE</b>							
Legislative							
Supervisor Fees	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	2 meetings x5 BOS
Financial & Administrative							
Administrative Services	\$ 2,700	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ -	No Increase
District Management	\$ 9,950	\$ 14,100	\$ 14,100	\$ -	\$ 14,100	\$ -	No Increase
District Engineer	\$ 4,056	\$ 8,112	\$ 5,000	\$ (3,112)	\$ 5,000	\$ -	
Disclosure Report	\$ -	\$ -		\$ -	\$ -	\$ -	No longer needed.
Trustees Fees	\$ 2,357	\$ 2,357	\$ 3,770	\$ 1,413	\$ 3,770	\$ -	US Bank- Per Bond Refinance
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	No Increase
Financial & Revenue Collections	\$ 2,500	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ -	No Increase
Accounting Services	\$ 8,500	\$ 11,100	\$ 11,100	\$ -	\$ 11,100	\$ -	No Increase
Auditing Services	\$ -	\$ 3,145	\$ 3,145	\$ -	\$ 3,285	\$ 140	FYE 19 & 20 -\$3145. FYE 21' -\$3285
Arbitrage Rebate Calculation	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	\$ 500	\$ -	
Public Officials Liability Insurance	\$ 2,368	\$ 2,481	\$ 2,481	\$ -	\$ 2,605	\$ 124	Egis actual 2022
Legal Advertising	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	FL DEO Fee
Website Hosting, Maintenance, Backup (and	\$ 1,369	\$ 2,738	\$ 4,000	\$ 1,262	\$ 3,200	\$ (800)	\$2,738 Total:\$1,538 Innersync + \$1,200 RTS
Legal Counsel							
District Counsel	\$ 360	\$ 720	\$ 6,000	\$ 5,280	\$ 6,000	\$ -	
<b>Administrative Subtotal</b>	<b>\$ 40,335</b>	<b>\$ 56,928</b>	<b>\$ 64,271</b>	<b>\$ 7,343</b>	<b>\$ 63,735</b>	<b>\$ (536)</b>	
<b>EXPENDITURES - FIELD OPERATIONS</b>							
Stormwater Control							
Stormwater Assessment	\$ 918	\$ 2,750	\$ 6,426	\$ 3,676	\$ 3,500	\$ (2,926)	Waldrop \$2,750 +FY21 Spend
Other Physical Environment							
General Liability Insurance	\$ 2,368	\$ 2,200	\$ 2,481	\$ 281	\$ 2,605	\$ 124	Egis actual 2022
Monument Maintenance & Repair	\$ 5,405	\$ 10,810	\$ 10,000	\$ (810)	\$ 10,000	\$ -	Needs Speculation - CDD/HOA Transfer
Contingency							
Miscellaneous Contingency	\$ 3,288	\$ 6,576	\$ 2,378	\$ (4,198)	\$ 8,746	\$ 6,368	
<b>Field Operations Subtotal</b>	<b>\$ 11,979</b>	<b>\$ 22,336</b>	<b>\$ 21,285</b>	<b>\$ (1,051)</b>	<b>\$ 24,851</b>	<b>\$ 3,566</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 52,314</b>	<b>\$ 79,264</b>	<b>\$ 85,556</b>	<b>\$ 6,292</b>	<b>\$ 88,586</b>	<b>\$ 3,030</b>	
<b>EXCESS OF REVENUES OVER</b>	<b>\$ 36,999</b>	<b>\$ 10,057</b>	<b>\$ 3,030</b>	<b>\$ 7,027</b>	<b>\$ -</b>	<b>\$ (3,030)</b>	

Chart of Accounts Classification	Actual YTD through 03/31/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
<b>REVENUES</b>							
Special Assessments							
Tax Roll*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Off Roll*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contributions & Donations from Private Sources							
Developer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Owners Association	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Miscellaneous Revenues							
Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL REVENUES AND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to</b>							
<b>EXPENDITURES</b>							
Contingency							
Capital Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>EXCESS OF REVENUES OVER</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

**Budget Template**  
**Channing Park Community Development District**  
**Debt Service**  
**Fiscal Year 2021/2022**

Chart of Accounts Classification	Series 2018	Budget for 2021/2022
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments	\$ 119,220.28	\$ 119,220.28
<b>TOTAL REVENUES</b>	<b>\$ 119,220.28</b>	<b>\$ 119,220.28</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$ 119,220.28	\$ 119,220.28
<b>Administrative Subtotal</b>	<b>\$ 119,220.28</b>	<b>\$ 119,220.28</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 119,220.28</b>	<b>\$ 119,220.28</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>

Hillosborough County Collection Costs (2%) and Early Payment Discounts 6.0%

**Gross assessments \$ 126,722.24**

**Notes:**

1. Tax Roll Collection Costs for Hillsborough County is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

**Channing Park Community Development District**

**FISCAL YEAR 2021/2022 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

2021/2022 O&M Budget		\$88,586.00
Collection Cost	2%	\$1,884.81
Early Payment Discount	4%	\$3,769.62
2021/2022 Total:		<u><b>\$94,240.43</b></u>

2020/2021 O&M Budget		\$88,586.00
2021/2022 O&M Budget		<u>\$88,586.00</u>
Total Difference:		<u><b>\$0.00</b></u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2020/2021	2021/2022	\$	%
Debt Service - SF 50'	\$930.10	\$930.10	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$227.14	\$227.14	\$0.00	0.00%
<b>Total</b>	<b>\$1,157.24</b>	<b>\$1,157.24</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 50.Q'	\$701.67	\$701.67	\$0.00	0.00%
Operations/Maintenance - SF 50.Q'	\$227.14	\$227.14	\$0.00	0.00%
<b>Total</b>	<b>\$928.81</b>	<b>\$928.81</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 50.P'	\$467.66	\$467.66	\$0.00	0.00%
Operations/Maintenance - SF 50.P'	\$227.14	\$227.14	\$0.00	0.00%
<b>Total</b>	<b>\$694.80</b>	<b>\$694.80</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 60' - 70'	\$1,041.71	\$1,041.71	\$0.00	0.00%
Operations/Maintenance - SF 60' - 70'	\$272.57	\$272.57	\$0.00	0.00%
<b>Total</b>	<b>\$1,314.28</b>	<b>\$1,314.28</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 60.R' - 70.R'	\$340.79	\$340.79	\$0.00	0.00%
Operations/Maintenance - SF 60.R' - 70	\$272.57	\$272.57	\$0.00	0.00%
<b>Total</b>	<b>\$613.36</b>	<b>\$613.36</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 60.P' - 70.P'	\$523.83	\$523.83	\$0.00	0.00%
Operations/Maintenance - SF 60.P' - 70	\$272.57	\$272.57	\$0.00	0.00%
<b>Total</b>	<b>\$796.40</b>	<b>\$796.40</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 60.Q' - 70.Q'	\$785.75	\$785.75	\$0.00	0.00%
Operations/Maintenance - SF 60.P' - 70	\$272.57	\$272.57	\$0.00	0.00%
<b>Total</b>	<b>\$1,058.32</b>	<b>\$1,058.32</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 75'	\$1,227.73	\$1,227.73	\$0.00	0.00%
Operations/Maintenance - SF 75'	\$340.71	\$340.71	\$0.00	0.00%
<b>Total</b>	<b>\$1,568.44</b>	<b>\$1,568.44</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 75.P'	\$617.59	\$617.59	\$0.00	0.00%
Operations/Maintenance - SF 75.P'	\$340.71	\$340.71	\$0.00	0.00%
<b>Total</b>	<b>\$958.30</b>	<b>\$958.30</b>	<b>\$0.00</b>	<b>0.00%</b>
Debt Service - SF 75.Q'	\$926.38	\$926.38	\$0.00	0.00%
Operations/Maintenance - SF 75.Q'	\$340.71	\$340.71	\$0.00	0.00%
<b>Total</b>	<b>\$1,267.09</b>	<b>\$1,267.09</b>	<b>\$0.00</b>	<b>0.00%</b>

**CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

TOTAL O&M BUDGET		\$88,586.00
COLLECTION COSTS	2.0%	\$1,884.81
EARLY PAYMENT DISCOUNT	4.0%	\$3,769.62
TOTAL O&M ASSESSMENT		<u>\$94,240.43</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&amp;M ASSESSMENT</u>			
	<u>O&amp;M</u>	<u>SERIES 2018 DEBT SERVICE <sup>(1) (2)</sup></u>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&amp;M BUDGET</u>
Single Family 50'	105	23	1.00	105.00	25.31%	\$23,849.71
Single Family 50'	11	11	1.00	11.00	2.65%	\$2,498.54
Single Family 50'	46	46	1.00	46.00	11.09%	\$10,448.44
Single Family 60' - 70'	86	22	1.20	103.20	24.87%	\$23,440.86
Single Family 60' - 70'	3	3	1.20	3.60	0.87%	\$817.70
Single Family 60' - 70'	57	57	1.20	68.40	16.49%	\$15,536.38
Single Family 60' - 70'	6	6	1.20	7.20	1.74%	\$1,635.41
Single Family 75' +	23	2	1.50	34.50	8.32%	\$7,836.33
Single Family 75' +	23	23	1.50	34.50	8.32%	\$7,836.33
Single Family 75' +	1	1	1.50	1.50	0.36%	\$340.71
	<u>361</u>	<u>194</u>		<u>414.90</u>	<u>100.00%</u>	<u>\$94,240.43</u>

<u>PER LOT ANNUAL ASSESSMENT</u>		
<u>O&amp;M</u>	<u>SERIES 2018 DEBT SERVICE <sup>(3)</sup></u>	<u>TOTAL <sup>(4)</sup></u>
\$227.14	\$930.10	\$1,157.24
\$227.14	\$701.67	\$928.81
\$227.14	\$467.66	\$694.80
\$272.57	\$1,041.71	\$1,314.28
\$272.57	\$340.79	\$613.36
\$272.57	\$523.83	\$796.40
\$272.57	\$785.75	\$1,058.32
\$340.71	\$1,227.73	\$1,568.44
\$340.71	\$617.59	\$958.30
\$340.71	\$926.38	\$1,267.09

LESS: Hillsborough County Collection Costs(2%) and Early Payment Discounts (4%) **(\$5,654.43)**

**Net Revenue to be Collected** **\$88,586.00**

<sup>(1)</sup> Reflects 167 (one hundred sixty-seven) prepayments; 82 (eighty-two) SF 50' lots, 64 (sixty-four) SF 60'-70' lots, and 21 (twenty-one) SF 75'+ lots.

<sup>(2)</sup> Reflects the number of total lots with Series 2018 debt outstanding.

<sup>(3)</sup> Annual debt service assessment per lot adopted in connection with the Series 2018 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs and early payment discount costs.

<sup>(4)</sup> Annual assessment that will appear on November 2021 Hillsborough County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early).

## RESOLUTION 2021-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CHANNING PARKCOMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2021/2022; DECLARING SPECIAL ASSESSMENTS TO FUND THE PROPOSED BUDGET(S) PURSUANT TO CHAPTERS 170, 190 AND 197, FLORIDA STATUTES; SETTING PUBLIC HEARINGS; ADDRESSING PUBLICATION; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Channing Park Community Development District ("**District**") prior to June 15, 2021, proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("**Fiscal Year 2021/2022**"); and

**WHEREAS**, it is in the best interest of the District to fund the administrative and operations services (together, "**Services**") set forth in the Proposed Budget by levy of special assessments pursuant to Chapters 170, 190 and 197, Florida Statutes ("**Assessments**"), as set forth in the preliminary assessment roll included within the Proposed Budget; and

**WHEREAS**, the District hereby determines that benefits would accrue to the properties within the District, as outlined within the Proposed Budget, in an amount equal to or in excess of the Assessments, and that such Assessments would be fairly and reasonably allocated as set forth in the Proposed Budget; and

**WHEREAS**, the Board has considered the Proposed Budget, including the Assessments, and desires to set the required public hearings thereon;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CHANNING PARKCOMMUNITY DEVELOPMENT DISTRICT:**

- 1. PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.
- 2. DECLARING ASSESSMENTS.** Pursuant to Chapters 170, 190 and 197, Florida Statutes, the Assessments shall defray the cost of the Services in the total estimated amounts set forth in the Proposed Budget. The nature of, and plans and specifications for, the Services to be funded by the Assessments are described in the Proposed Budget and in the reports (if any) of the District Engineer, all of which are on file and available for public inspection at the "**District's Office**," c/o Rizzetta & Company, Inc., 9428 Camden Field Parkway, Riverview, Florida 33578. The Assessments shall be levied within the District on all benefitted lots and lands, and shall be apportioned, all as described in the Proposed Budget and the preliminary assessment roll included therein. The preliminary assessment roll is also on file and available for public inspection at the District's Office. The Assessments shall be paid in one more

installments pursuant to a bill issued by the District in November of 2021, and pursuant to Chapter 170, Florida Statutes, or, alternatively, pursuant to the *Uniform Method* as set forth in Chapter 197, Florida Statutes.

**3. SETTING PUBLIC HEARINGS.** Pursuant to Chapters 170, 190, and 197, Florida Statutes, public hearings on the approved Proposed Budget and the Assessments are hereby declared and set for the following date, hour and location:

DATE: August 19, 2021  
HOUR: 4:00 p.m.  
LOCATION: Channing Park Recreation Center  
17358 Chelsea Downs Circle  
Lithia, Florida 33547

**4. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

**5. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 3, and shall remain on the website for at least 45 days.

**6. PUBLICATION OF NOTICE.** The District shall cause this Resolution to be published once a week for a period of two weeks in a newspaper of general circulation published in Hillsborough County. Additionally, notice of the public hearings shall be published in the manner prescribed in Florida law.

**7. 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.

**8. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 20TH DAY OF MAY, 2021.**

ATTEST:

**CHANNING PARKCOMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman, Board of Supervisors

**Exhibit A:** Fiscal Year 2021/2022 Budget

**Exhibit A**

Fiscal Year 2021/2022 Budget