



Rizzetta & Company

Channing Park Community Development District

Board of Supervisors' Regular Meeting April 20, 2023

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

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

www.channingparkcdd.org

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT AGENDA

Board of Supervisors	Michael Basso Steven Kelly Gary Randolph Sr. Toby Johnson Jeremey Linney	Chairman Vice Chairman Asst. Secretary Asst. Secretary Asst. Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Attorney	Lauren Gentry	Kilinski Vavn Wyk
Interim Engineer	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
DISTRICT OFFICE • 2700 S. FALKENBURG RD, STE 2745. • RIVERVIEW, FL 33578
www.channingparkcdd.org

Board of Supervisors
Channing Park Community
Development District

April 18, 2023

REVISED FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Channing Park Community Development District will be held on **Thursday, April 20, 2023, at 4:00 p.m.** to be held at the Channing Park Recreation Center Located at 17358 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 final 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 October 20, 2022 Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for October 2022 through March 2023..... Tab 2
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 5. BUSINESS ITEMS**
 - A. Presentation of Proposed Budget for Fiscal Year 2023-2024 Tab 3
 1. Consideration of Resolution 2023-01, Approving FY 2023-2024 Proposed Budget & Setting Public Hearing..... Tab 4
 - B. Consideration of Tri-Party Succession Agreement..... Tab 5
- 6. SUPERVISOR REQUESTS**
- 7. 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) 533-2950.

Sincerely,
Matthew Huber
Matthew Huber
District Manager

Tab 1

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 Special meeting of the Board of Supervisors of the Channing Park Community Development District was held on **Thursday October 20, 2022 at 4:00 p.m.** at the Channing Park Recreation Center, located at 17358 Chelsea Downs Circle, Lithia, Florida 33547.

Present was:

Michael Basso	Chairman
Steven Kelly	Vice Chairman
Jeremy Linney	Assistant Secretary
Gary Randolph	Assistant Secretary

Also present were:

Jerry Whited	District Manager, Rizzetta & Company, Inc.
Lauren Gentry	District Counsel, KE Law
Kyle Clawson	District Engineer, Atwell

FIRST ORDER OF BUSINESS**Call to Order**

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

It was noted for the record until they have a quorum they will be operating as a workshop. There can be discussions and cannot make decisions, until they have a quorum.

The audience was not in attendance.

SECOND ORDER OF BUSINESS**Discussion of HOA and CDD
Agreement**

There was a lengthy discussion about communications on the maintenance agreement with the HOA. The HOA approved the original agreement and is refusing to approve the revised agreement and will not provide details/ reasons on their decision.

At 9:12 p.m. Mr. Randolph joined the meeting. At this time the Board does have a quorum.

The discussion continues about the agreement with the HOA. The Board would like to send out the agreement and include the final on the changes, asking if the HOA Board would like to approve or have a meeting to discuss. The CDD Board agrees to have a deadline for the decision set for November 4, 2022.

On a motion by Mr. Randolph, seconded by Mr. Kelly, the Board unanimously approved to send the HOA the agreement and revisions and request a decision on approve or a meeting by November 4, 2022, for the Channing Park Community Development District.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the
Board of Supervisor's Regular
Meeting Held on August 18, 2022**

The Board considered the minutes of the Board of Supervisors Regular meeting held on August 18, 2022.

On a motion by Mr. Randolph, seconded by Mr. Kelly, the Board unanimously approved the Minutes of the Board of Supervisors Regular Meeting held August 18, 2022, for the Channing Park Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for August
2022 and September 2022**

The Board Considered the Operation & Maintenance Expenditures totaling \$7,291 for August 2022 and totaling \$1,244.75 for September 2022. They noted that September's rate is higher due to the insurance renewal. It was noted that its paid all at once to reduce the cost rather than paying the insurance monthly.

On a motion by Mr. Basso, seconded by Mr. Kelly, the Board unanimously approved to ratify the August 2022 O&M Expenditures totaling \$7,291 and September 2022 O&M Expenditures totaling \$1,244.75, for the Channing Park Community Development District.

FIFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel Report**

Ms. Gentry recommended having the Board appoint one member to have negotiation authority with the HOA for the agreement. The Board agreed to have Mr. Basso the approved negotiator.

On a motion by Mr. Kelly, seconded by Mr. Randolph, the Board unanimously approved Mr. Basso as the negotiator for the HOA agreement, for the Channing Park Community Development District.

B. District Engineer

Mr. Clawson and Mr. Whited presented to the Board about the skimmer repairs. The owner of Site Masters came out the Tuesday evening before the hurricane and fixed the issue with the skimmer to get the water flowing again.

C. District Manager

Mr. Whited reminded the Board of Supervisors that the next regularly scheduled meeting will be held on April 20, 2023.

The Board is requesting Mr. Whited to reach out the Mr. Johnson to find out if he wants to still be on the CDD Board.

SIXTH ORDER OF BUSINESS**Business Items****A. Discussion about the Stormwater Flooding**

New Cross Circle Street experienced flooding the Monday before the hurricane. The pond had taken on a lot of water. Site Masters came out to try and fix the drain skimmer. It required a mini excavator to remove the skimmer. They have provided a proposal to build a new skimmer on the control structure. Once the skimmer was removed it appears the water level is stable now. The Board asked if there general inspects, or maintenance. It was noted that this is performed by the Aquatic Service Vendor. Mr. Whited and Mr. Clawson will work together to get a proposal and coordinate an annual inspection for the stormwater skimmers.

B. Ratification of the EGIS Proposal

The Board reviewed the proposal and had no questions.

On a motion by Mr. Kelly, seconded by Mr. Randolph, the Board unanimously ratified the approve for the EGIS Proposal, for the Channing Park Community Development District.

C. Consideration of the Skimmer Repair Proposals

Mr. Whited presented the Site Masters skimmer replacement proposal totaling \$1,400.00, to the Board. After a brief discussion the Board approved the proposal.

On a motion by Mr. Basso, seconded by Mr. Kelly, the Board unanimously approved the skimmer replacement proposal totaling \$1,400.00, for the Channing Park Community Development District.

SEVENTH ORDER OF BUSINESS**Supervisor Request/ Audience
Comments**

The Board revisited the discussion about the maintenance proposal with the HOA and what is covered by HOA, or CDD and who should cover different responsibilities.

Mr. Whited will review the current contract and revisit the discussion with the Board.

EIGHTH ORDER OF BUSINESS**Adjournment**

On a motion by Mr. Randolph and seconded by Mr. Basso, the Board unanimously approved to adjourn the meeting at 5:54 p.m. for the Channing Park Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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

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

www.channingparkcdd.org

Operation and Maintenance Expenditures

October 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2022 through October 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,236.38**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2022 Through October 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Atwell, LLC	100022	285658	Engineering Services 09/22	\$ 3,346.50
Florida Department of Economic Opportunity	100021	86969	Special District Fee 10/22	\$ 175.00
Innersync Studio, Ltd	100016	20747	Website Service and Accessibility Compliance Service 10/22	\$ 384.38
KE Law Group, LLC	100020	4333	General/ Monthly Legal Services 09/22	\$ 826.50
Rizzetta & Company, Inc.	100017	INV0000071794	District Management Fees 10/22	\$ 2,804.00
Rizzetta & Company, Inc.	100018	INV0000071941	Assessment Roll Preparation FY 22/23	\$ 5,200.00
Site Masters of Florida, LLC	100019	100322-2	Pond Outfall Structure Skimmer Removal 10/22	<u>\$ 1,500.00</u>
Report Total				<u>\$ 14,236.38</u>

**INVOICE**

Channing Park Community Development District
3434 Colwell Ave Suite 200
Tampa, FL 33614

October 13, 2022

Project No: 21050211-007-00

Invoice No: 0285658

Project 21050211-007-00 Channing Park CDD - CDD Coordination and Public Facilities Report

Subject Line: Channing Park CDD

Email: cddinvoice@rizzetta.com

Professional Services Rendered from September 1, 2022 to September 30, 2022

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount
Project Manager I			
Clawson, Kyle	4.50	189.00	850.50
Engineer/Designer I			
Pinsky, Gabrielle	19.50	128.00	2,496.00
Total	24.00		3,346.50
Total Labor			3,346.50

Total this Task \$3,346.50

Total this Invoice \$3,346.50

RECEIVED
10/14/2022

Preferred Method of Payment:

Bank Name PNC BANK
Bank ID 041000124
Account No. 4247657555
Swift Code PNCCUS33

Remittance Advice Address

AtwellAR@atwell-group.com

Check Payment to:

Atwell, LLC
Two Towne Square; Suite 700
Southfield, MI 48076
248-447-2000

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2022/2023 Special District Fee Invoice and Update Form
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 86969			Date Invoiced: 10/03/2022
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2022: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:

Channing Park Community Development District
Mr. William Rizzetta
3434 Colwell Avenue, Suite 200
Tampa, FL 33614



RECEIVED

OCT - 6 2022

SB

RECEIVED
10/06/2022

2. Telephone: (813) 514-0400
3. Fax: (813) 514-0401
4. Email: brizzetta@rizzetta.com
5. Status: Independent
6. Governing Body: Elected
7. Website Address: channingparkcdd.org
8. County(ies): Hillsborough
9. Function(s): Community Development
10. Boundary Map on File: 12/08/2006
11. Creation Document on File: 12/08/2006
12. Date Established: 11/01/2006
13. Creation Method: Local Ordinance
14. Local Governing Authority: Hillsborough County
15. Creation Document(s): County Ordinance 06-30
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments
19. Most Recent Update: 11/05/2020

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: *William A. Rizzetta* Date 10/13/22

STEP 2: Pay the annual fee or certify eligibility for the zero fee.

- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.
- b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
1. _____ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. _____ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. _____ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2020/2021 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

INVOICE

BILL TO

Channing Park CDD
12750 Citrus Park Lane
Tampa, FL 33625

INVOICE # 20747**DATE** 10/01/2022**DUE DATE** 10/16/2022**TERMS** Net 15**DESCRIPTION****AMOUNT**

CDD Website Services - Hosting, support and training

150.00

CDD Ongoing PDF Accessibility Compliance Service

234.38

Quarterly service

BALANCE DUE**\$384.38**

RECEIVED
10/03/2022



INVOICE

Invoice # 4333
Date: 10/11/2022
Due On: 11/10/2022

KE Law Group, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Channing Park CDD
5844 Old Pasco Road Suite 100
Wesley Chapel, Florida 33544

CPACDD-01

Channing Park CDD - General Co

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	09/13/2022	Review and revise maintenance agreement.	1.20	\$285.00	\$342.00
Service	LG	09/14/2022	Review property ownership references; send maintenance agreement comments to District Manager.	0.50	\$285.00	\$142.50
Service	LG	09/15/2022	Confer with District Manager regarding edits to Maintenance Agreement.	0.30	\$285.00	\$85.50
Service	LG	09/26/2022	Research FEMA contracting and procurement standards.	0.10	\$285.00	\$28.50
Service	LG	09/28/2022	Respond to supervisor inquiry regarding maintenance agreement.	0.70	\$285.00	\$199.50
Service	LG	09/29/2022	Research FEMA disaster response procedures.	0.10	\$285.00	\$28.50

Total \$826.50

Detailed Statement of Account

RECEIVED
10/12/2022

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
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4333	11/10/2022	\$826.50	\$0.00	\$826.50
				Outstanding Balance
				\$826.50
				Total Amount Outstanding
				\$826.50

Please make all amounts payable to: KE Law Group, PLLC

Please pay within 30 days.

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
10/1/2022	INV0000071794

Bill To:

CHANNING PARK CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

Services for the month of	Terms	Client Number
October	Upon Receipt	00620

Description	Qty	Rate	Amount
Accounting Services	1.00	\$962.00	\$962.00
Administrative Services	1.00	\$260.00	\$260.00
Financial & Revenue Collections	1.00	\$260.00	\$260.00
Management Services	1.00	\$1,222.00	\$1,222.00
Website Compliance & Management	1.00	\$100.00	\$100.00
<div>RECEIVED 10/03/2022</div>			
	Subtotal		\$2,804.00
	Total		\$2,804.00

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
10/1/2022	INV0000071941

Bill To:

CHANNING PARK CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

Services for the month of	Terms	Client Number
October	Upon Receipt	00620

Description	Qty	Rate	Amount
Assessment Roll (Annual)	1.00	\$5,200.00	\$5,200.00
		<div>RECEIVED</div> <div>10/04/2022</div>	
		Subtotal	\$5,200.00
		Total	\$5,200.00

Site Masters of Florida, LLC
5551 Bloomfield Blvd.
Lakeland, FL 33810
(813)917-9567

INVOICE
#100322-2

To: Channing Park CDD
2700 S. Faulkenburg Rd., #2745
Riverview, FL 33578

Date: October 3, 2022

New Cross Circle Pond
Outfall Structure Skimmer Removal

Emergency mobilization to remove broken
fiberglass skimmer from pond outfall structure
to facilitate drainage of overflowing pond
prior to Hurricane Ian

Invoice Total \$ 1,500

RECEIVED
10/03/2022

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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

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

www.channingparkcdd.org

Operation and Maintenance Expenditures

November 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2022 through November 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$4,735.25**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Atwell, LLC	100027	287529	Engineering Services 10/22	\$ 1,181.25
Gary Randolph Sr.	100023	GR102022	Board of Supervisors 10/20/2022	\$ 200.00
Hillsborough County BOCC- Consumer Veteran	100028	2206629	HCSO Case # 2022110231 Location: 17358 Chelsea Downs Cr. 11/03/2022	\$ 150.00
Joseph Michael Basso	100024	MB102022	Board of Supervisors 10/20/2022	\$ 200.00
Rizzetta & Company, Inc.	100025	INV0000072630	District Management Fees 11/22	\$ 2,804.00
Steven M. Kelly	100026	SK102022	Board of Supervisors 10/20/2022	<u>\$ 200.00</u>
Report Total				<u>\$ 4,735.25</u>

**INVOICE**

Channing Park Community Development District
3434 Colwell Ave Suite 200
Tampa, FL 33614

November 8, 2022

Project No: 21050211-007-00

Invoice No: 0287529

Project 21050211-007-00 Channing Park CDD - CDD Coordination and Public Facilities Report

Subject Line: Channing Park CDD

Email: cddinvoice@rizzetta.com

Professional Services Rendered from October 1, 2022 to October 31, 2022

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount	
Project Manager I				
Clawson, Kyle	6.25	189.00	1,181.25	
Total	6.25		1,181.25	
Total Labor				1,181.25
		Total this Task		\$1,181.25
		Total this Invoice		\$1,181.25

RECEIVED
11/15/2022

Preferred Method of Payment:

Bank Name PNC BANK
Bank ID 041000124
Account No. 4247657555
Swift Code PNCCUS33

Remittance Advice Address

AtwellAR@atwell-group.com

Check Payment to:

Atwell, LLC
Two Towne Square; Suite 700
Southfield, MI 48076
248-447-2000

Channing Park CDD
Meeting Date: 10/20/22

SUPERVISOR PAY REQUEST

Name of Board Supervisor	Check if paid
Michael Basso	Yes
Steven Kelly	Yes
Toby Johnson	
Jeremy Linney	
Gary Randolph	Yes

(*) Does not get paid

NOTE: Supervisors are only paid if checked present.

RECEIVED

10/26/2022

EXTENDED MEETING TIMECARD

Meeting Start Time:	4:03
Meeting End Time:	5:54
Total Meeting Time:	1:51

Time Over <u>2</u> (?) Hours:	Ø
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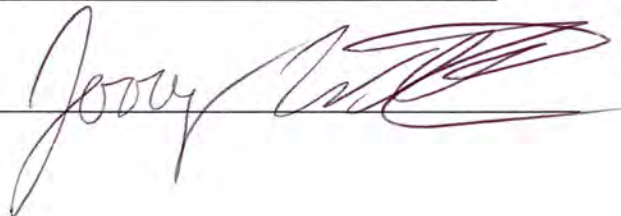
Total at \$ _____ per Hour:	
-----------------------------	--

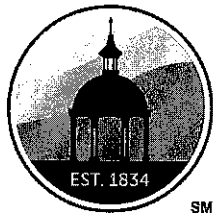
ADDITIONAL OR CONTINUED MEETING TIMECARD

Meeting Date:	
Additional or Continued Meeting?	/
Total Meeting Time:	
Total at \$175 per Hour:	\$0.00

Business Mileage Round Trip	
IRS Rate per Mile	\$0.625
Mileage to Charge	\$0.00

DM Signature: _____





Hillsborough County Florida

Hillsborough County Board of County Commissioners
Consumer Veterans Services
601 E Kennedy Blvd., 18th Floor
Tampa, FL 33602

RECEIVED

NOV - 7 2022

INVOICE

Responsible Party

CHANNING PARK PROPERTY OWNERS ASSOC INC
17358 CHELSEA DOWNS CIR
LITHIA FL, 33547

Registration Address

17358 CHELSEA DOWNS CR
LITHIA FL 33547

Incident Number	Registration Number	Invoice Date	Due Date
2206629	69813	11/03/2022	11/16/2022
VIOLATION #	DESCRIPTION	INCIDENT DATE/TIME	CHARGES
5	HCSO Case No 2022110231 Location: 17358 CHELSEA DOWNS CR	11/03/2022 12:04:00 AM	\$150.00
INVOICE TOTAL			\$150.00

Save Time - Pay Online: WWW.HCFLGOV.NET/CODE

PLEASE BE ADVISED: This invoice shows charges for single incident and does not include any previous fines which may have occurred. For questions about your account, please contact the Alarm Administrator. Unpaid invoices are billed on a periodic basis

IF MAILING YOUR PAYMENT PLEASE INCLUDE THE BOTTOM PORTION OF THIS INVOICE

Please Remit Payments Within Ten (10) Business Days

Remit To: Hillsborough County Board of County Commissioners
Consumer Veterans Services
601 E Kennedy Blvd., 18th Floor, Tampa, FL 33602

Registration Number 69813
17358 CHELSEA DOWNS CR
LITHIA FL 33547

Incident Number

2206629

Incident Date 11/03/2022

Incident Time 12:04:00 AM

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
11/1/2022	INV0000072630

Bill To:

CHANNING PARK CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

Services for the month of	Terms	Client Number
November	Upon Receipt	00620

[illegible]

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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

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

www.channingparkcdd.org

Operation and Maintenance Expenditures December 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2022 through December 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$3,924.00**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
KE Law Group, LLC	100031	4818	General/ Monthly Legal Services 10/22	\$ 967.50
KE Law Group, LLC	100032	5039	General/ Monthly Legal Services 11/22	\$ 152.50
Rizzetta & Company, Inc.	100030	INV0000073276	District Management Fees 12/22	<u>\$ 2,804.00</u>
Report Total				<u>\$ 3,924.00</u>



INVOICE

Invoice # 4818
Date: 11/13/2022
Due On: 12/13/2022

KE Law Group, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Channing Park CDD
5844 Old Pasco Road Suite 100
Wesley Chapel, Florida 33544

CPACDD-01

Channing Park CDD - General Co

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	10/01/2022	Research requirements for FEMA disaster assistance.	0.20	\$250.00	\$50.00
Service	LG	10/05/2022	Advise regarding disclosure requirements; review draft agenda.	0.50	\$285.00	\$142.50
Service	LG	10/06/2022	Confer with District Manager regarding hurricane clean-up and maintenance agreement; create clean version of same.	0.70	\$250.00	\$175.00
Service	LG	10/14/2022	Provide feedback regarding POA maintenance agreement.	0.60	\$250.00	\$150.00
Service	LG	10/14/2022	Review agenda package.	0.20	\$250.00	\$50.00
Service	LG	10/20/2022	Attend Board meeting.	2.10	\$250.00	\$525.00
Service	LG	10/24/2022	Provide explanations for maintenance agreement comments.	0.80	\$250.00	\$200.00
Service	LG	10/25/2022	Respond to inquiry regarding transfer of property and maintenance agreement.	0.60	\$250.00	\$150.00
Service	LG	10/26/2022	Provide copy of agreement to Chairman.	0.10	\$250.00	\$25.00

Total	\$1,467.50
Payment (11/16/2022)	-\$500.00
Balance Owing	\$967.50

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
4818	12/13/2022	\$1,467.50	\$500.00	\$967.50
Outstanding Balance				\$967.50
Total Amount Outstanding				\$967.50

Please make all amounts payable to: KE Law Group, PLLC

Please pay within 30 days.



INVOICE

Invoice # 5039
Date: 12/12/2022
Due On: 01/11/2023

KE Law Group, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Channing Park CDD
5844 Old Pasco Road Suite 100
Wesley Chapel, Florida 33544

CPACDD-01

Channing Park CDD - General Co

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	11/10/2022	Review election results; prepare resolutions declaring vacancy and appointing officers.	0.40	\$250.00	\$100.00
Service	MG	11/23/2022	Research elections/new supervisors	0.30	\$175.00	\$52.50
					Total	\$152.50

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
4818	12/13/2022	\$1,467.50	\$500.00	\$967.50

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
5039	01/11/2023	\$152.50	\$0.00	\$152.50
Outstanding Balance				\$1,120.00
Total Amount Outstanding				\$1,120.00

RECEIVED
12/13/2022

Please make all amounts payable to: KE Law Group, PLLC

Please pay within 30 days.

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
12/1/2022	INV0000073276

Bill To:

CHANNING PARK CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

Services for the month of	Terms	Client Number
December	Upon Receipt	00620

[illegible]

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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

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

www.channingparkcdd.org

Operation and Maintenance Expenditures

January 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2023 through January 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$5,724.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Atwell, LLC	100034	290933	Engineering Services 12/22	\$ 927.00
Atwell, LLC	100036	292333	Engineering Services 12/22	\$ 141.75
Innersync Studio, Ltd	100037	21035	Website Service and Accessibility Compliance Service 01/23	\$ 384.38
KE Law Group, LLC	100035	4818	General/ Monthly Legal Services 10/22	\$ 1,467.50
Rizzetta & Company, Inc.	100033	INV0000074714	District Management Fees 01/23	\$ 2,804.00
Report Total				<u>\$ 5,724.63</u>

**INVOICE**

Channing Park Community Development District
3434 Colwell Ave Suite 200
Tampa, FL 33614

December 14, 2022

Project No: 21050211-007-00

Invoice No: 0290933

Project 21050211-007-00 Channing Park CDD - CDD Coordination and Public Facilities Report

Subject Line: Channing Park CDD

Email: cddinvoice@rizzetta.com

Professional Services Rendered from November 1, 2022 to November 30, 2022

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount	
Project Manager I				
Clawson, Kyle	1.50	189.00	283.50	
Engineer/Designer II				
Willett, Joshua	4.50	143.00	643.50	
Total	6.00		927.00	
Total Labor				927.00
		Total this Task		\$927.00
		Total this Invoice		\$927.00

RECEIVED
12/15/2022

Preferred Method of Payment:

Bank Name PNC BANK
Bank ID 041000124
Account No. 4247657555
Swift Code PNCCUS33

Remittance Advice Address

AtwellAR@atwell-group.com

Check Payment to:

Atwell, LLC
Two Towne Square; Suite 700
Southfield, MI 48076
248-447-2000

**INVOICE**

Channing Park Community Development District
3434 Colwell Ave Suite 200
Tampa, FL 33614

January 12, 2023

Project No: 21050211-007-00

Invoice No: 0292333

Project 21050211-007-00 Channing Park CDD - CDD Coordination and Public Facilities Report

Subject Line: Channing Park CDD

Email: cddinvoice@rizzetta.com

Professional Services Rendered from December 1, 2022 to December 31, 2022

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount
Project Manager I			
Clawson, Kyle	.75	189.00	141.75
Total	.75		141.75
Total Labor			141.75

Total this Task \$141.75

Total this Invoice \$141.75

RECEIVED
01/16/23

Preferred Method of Payment:

Bank Name PNC BANK
Bank ID 041000124
Account No. 4247657555
Swift Code PNCCUS33

Remittance Advice Address

AtwellAR@atwell-group.com

Check Payment to:

Atwell, LLC
Two Towne Square; Suite 700
Southfield, MI 48076
248-447-2000

INVOICE

BILL TO

Channing Park CDD
12750 Citrus Park Lane
Tampa, FL 33625

INVOICE # 21035**DATE** 01/01/2023**DUE DATE** 01/16/2023**TERMS** Net 15

DESCRIPTION	AMOUNT
CDD Website Services - Hosting, support and training	150.00
CDD Ongoing PDF Accessibility Compliance Service	234.38

Quarterly service

BALANCE DUE

\$384.38
RECEIVED
01/01/23



INVOICE

Invoice # 4818
Date: 11/13/2022
Due On: 12/13/2022

KE Law Group, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Channing Park CDD
5844 Old Pasco Road Suite 100
Wesley Chapel, Florida 33544

CPACDD-01

Channing Park CDD - General Co

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	10/01/2022	Research requirements for FEMA disaster assistance.	0.20	\$250.00	\$50.00
Service	LG	10/05/2022	Advise regarding disclosure requirements; review draft agenda.	0.50	\$285.00	\$142.50
Service	LG	10/06/2022	Confer with District Manager regarding hurricane clean-up and maintenance agreement; create clean version of same.	0.70	\$250.00	\$175.00
Service	LG	10/14/2022	Provide feedback regarding POA maintenance agreement.	0.60	\$250.00	\$150.00
Service	LG	10/14/2022	Review agenda package.	0.20	\$250.00	\$50.00
Service	LG	10/20/2022	Attend Board meeting.	2.10	\$250.00	\$525.00
Service	LG	10/24/2022	Provide explanations for maintenance agreement comments.	0.80	\$250.00	\$200.00
Service	LG	10/25/2022	Respond to inquiry regarding transfer of property and maintenance agreement.	0.60	\$250.00	\$150.00
Service	LG	10/26/2022	Provide copy of agreement to Chairman.	0.10	\$250.00	\$25.00

Total ~~\$1,467.50~~
Payment (11/16/2022) ~~-\$500.00~~
Balance Owning ~~\$967.50~~
Credit of \$1,467.50

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
4818	12/13/2022	\$1,467.50	\$500.00	\$967.50
Outstanding Balance				\$967.50
Total Amount Outstanding				\$967.50

Please make all amounts payable to: KE Law Group, PLLC

Please pay within 30 days.

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
1/1/2023	INV0000074714

Bill To:

CHANNING PARK CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614

Services for the month of	Terms	Client Number
January	Upon Receipt	00620

Description	Qty	Rate	Amount
Accounting Services	1.00	\$962.00	\$962.00
Administrative Services	1.00	\$260.00	\$260.00
Financial & Revenue Collections	1.00	\$260.00	\$260.00
Management Services	1.00	\$1,222.00	\$1,222.00
Website Compliance & Management	1.00	\$100.00	\$100.00
Subtotal			\$2,804.00
Total			\$2,804.00

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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

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

www.channingparkcdd.org

Operation and Maintenance Expenditures February 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2023 through February 28, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$2,953.25**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2023 Through February 28, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Atwell, LLC	100039	0294601	Engineering Services 01/23	\$ 149.25
Rizzetta & Company, Inc.	100038	INV0000075349	District Management Fees 02/23	<u>\$ 2,804.00</u>
Report Total				<u>\$ 2,953.25</u>

**INVOICE**

Channing Park Community Development District
3434 Colwell Ave Suite 200
Tampa, FL 33614

February 11, 2023

Project No: 21050211-007-00

Invoice No: 0294601

Project 21050211-007-00 Channing Park CDD - CDD Coordination and Public Facilities Report

Subject Line: Channing Park CDD

Email: cddinvoice@rizzetta.com

Professional Services Rendered from January 1, 2023 to January 31, 2023

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount
Project Manager I			
Clawson, Kyle	.75	199.00	149.25
Total	.75		149.25
Total Labor			149.25

Total this Task \$149.25

Total this Invoice \$149.25

RECEIVED
02/15/23

Preferred Method of Payment:

Bank Name PNC BANK
Bank ID 041000124
Account No. 4247657555
Swift Code PNCCUS33

Remittance Advice Address

AtwellAR@atwell-group.com

Check Payment to:

Atwell, LLC
Two Towne Square; Suite 700
Southfield, MI 48076
248-447-2000

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
2/1/2023	INV0000075349

Bill To:

CHANNING PARK CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

Services for the month of	Terms	Client Number
February	Upon Receipt	00620

[illegible]

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

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

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

www.channingparkcdd.org

Operation and Maintenance Expenditures

March 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2023 through March 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$3,027.00**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2023 Through March 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Kilinski / Van Wyk, PLLC	100041	5696	General/ Monthly Legal Services 01/23	\$ 186.50
Kilinski / Van Wyk, PLLC	100042	6167	General/ Monthly Legal Services 02/23	\$ 36.50
Rizzetta & Company, Inc.	100040	INV0000078062	District Management Fees 03/23	<u>\$ 2,804.00</u>
Report Total				<u>\$ 3,027.00</u>



KILINSKI | VAN WYK

Kilinski | Van Wyk, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Channing Park CDD
5844 Old Pasco Road Suite 100
Wesley Chapel, Florida 33544

CPACDD-01

Channing Park CDD - General Co

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	01/30/2023	Confer with District Manager regarding payments under maintenance agreement; review proposed tri-party succession agreement.	0.60	\$250.00	\$150.00
Service	RVW	01/31/2023	Monitor legislative activity for impact on special districts.	0.10	\$365.00	\$36.50
Total						\$186.50

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
5696	03/21/2023	\$186.50	\$0.00	\$186.50
Outstanding Balance				\$186.50
Total Amount Outstanding				\$186.50

RECEIVED
02/21/23

Please make all amounts payable to: Kilinski | Van Wyk, PLLC

Please pay within 30 days.



KILINSKI | VAN WYK

Kilinski | Van Wyk, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Channing Park CDD
5844 Old Pasco Road Suite 100
Wesley Chapel, Florida 33544

CPACDD-01

Channing Park CDD - General Co

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	RVW	02/08/2023	Research legislative bills impacting special districts.	0.10	\$365.00	\$36.50
Total						\$36.50

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6167	04/14/2023	\$36.50	\$0.00	\$36.50
Outstanding Balance				\$36.50
Total Amount Outstanding				\$36.50

RECEIVED
03/15/23

Please make all amounts payable to: Kilinski | Van Wyk, PLLC

Please pay within 30 days.

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
3/1/2023	INV0000078062

Bill To:

CHANNING PARK CDD 3434 Colwell Avenue, Suite 200 Tampa FL 33614

Services for the month of	Terms	Client Number
March	Upon Receipt	00620

Description	Qty	Rate	Amount
Accounting Services	1.00	\$962.00	\$962.00
Administrative Services	1.00	\$260.00	\$260.00
Financial & Revenue Collections	1.00	\$260.00	\$260.00
Management Services	1.00	\$1,222.00	\$1,222.00
Website Compliance & Management	1.00	\$100.00	\$100.00
		Subtotal	\$2,804.00
		Total	\$2,804.00

Tab 3



Rizzetta & Company

Channing Park CDD Community Development District

Proposed Budget for Fiscal Year 2023-2024

Presented by: Rizzetta & Company, Inc.
rizzetta.com

Proposed Budget
Channing Park Community Development District
General Fund
Fiscal Year 2023/2024

	Chart of Accounts Classification	Actual YTD through 03/31/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 12	\$ 24	\$ -	\$ 24	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 89,334	\$ 89,334	\$ 88,586	\$ 748	\$ 91,058	\$ 2,472	
8								
9	TOTAL REVENUES	\$ 89,346	\$ 89,358	\$ 88,586	\$ 772	\$ 91,058	\$ 2,472	
10								
11								
12	TOTAL REVENUES AND BALANCE FORWARD	\$ 89,346	\$ 89,358	\$ 88,586	\$ 772	\$ 91,058	\$ 2,472	
13								
14	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to							
15								
16	EXPENDITURES - ADMINISTRATIVE							
17								
18	Legislative							
19	Supervisor Fees	\$ 600	\$ 1,200	\$ 2,000	\$ 800	\$ 2,000	\$ -	6 meetings x5 BOS
20	Financial & Administrative							
21	Administrative Services	\$ 1,560	\$ 3,000	\$ 3,120	\$ 120	\$ 3,276	\$ 156	
22	District Management	\$ 7,332	\$ 14,100	\$ 14,664	\$ 564	\$ 15,397	\$ 733	
23	District Engineer	\$ 2,400	\$ 4,800	\$ 5,000	\$ 200	\$ 5,000	\$ -	
24	Trustees Fees	\$ 2,357	\$ 2,357	\$ 3,770	\$ 1,413	\$ 3,770	\$ -	US Bank- Per Bond Refinance
25	Assessment Roll	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	\$ 5,460	\$ 260	
26	Financial & Revenue Collections	\$ 1,560	\$ 3,000	\$ 3,120	\$ 120	\$ 3,276	\$ 156	
27	Accounting Services	\$ 5,772	\$ 11,100	\$ 11,544	\$ 444	\$ 12,121	\$ 577	
28	Auditing Services	\$ -	\$ 3,145	\$ 3,285	\$ 140	\$ 3,285	\$ -	
29	Arbitrage Rebate Calculation	\$ -	\$ 1,000	\$ 500	\$ (500)	\$ 500	\$ -	
30	Miscellaneous Mailings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
31	Public Officials Liability Insurance	\$ 2,672	\$ 2,481	\$ 2,797	\$ 316	\$ 2,977	\$ 180	Egis Estimated
32	Legal Advertising	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
33	Dues, Licenses & Fees	\$ 325	\$ 175	\$ 175	\$ -	\$ 175	\$ -	FL DEO Fee
34	Website Hosting, Maintenance, Backup	\$ 1,368	\$ 2,736	\$ 3,000	\$ 264	\$ 3,000	\$ -	\$2,738 Total:\$1,538 Innersync + \$1,200 RTS
35	Legal Counsel							
36	District Counsel	\$ 1,343	\$ 2,686	\$ 5,000	\$ 2,314	\$ 5,000	\$ -	
37								
38	Administrative Subtotal	\$ 32,489	\$ 56,980	\$ 64,175	\$ 7,195	\$ 66,237	\$ 2,062	
39								
40	EXPENDITURES - FIELD OPERATIONS							
41								
42	Stormwater Control							
43	Stormwater Monitoring & Maintenance	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	
44	Stormwater Assessment	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	
45	Other Physical Environment						\$ -	
46	Property Management	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	
47	General Liability Insurance	\$ 2,672	\$ 2,672	\$ 2,797	\$ 125	\$ 3,206	\$ 409	Egis Estimated
48	Contingency							
49	Miscellaneous Contingency	\$ 1,500	\$ 3,000	\$ 4,114	\$ 1,114	\$ 4,114	\$ -	
50								
51	Field Operations Subtotal	\$ 4,172	\$ 5,672	\$ 24,411	\$ 18,739	\$ 24,820	\$ 409	
52								
53	Contingency for County TRIM Notice							
54								
55	TOTAL EXPENDITURES	\$ 36,661	\$ 62,652	\$ 88,586	\$ 25,934	\$ 91,058	\$ 2,472	
56								
57	EXCESS OF REVENUES OVER EXPENDITURES	\$ 52,685	\$ 26,706	\$ -	\$ 26,706	\$ -	\$ 0	
58								

Channing Park Community Development District
Debt Service
Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2018	Budget for 2023/2024
REVENUES		
Special Assessments		
⁽²⁾ Net Special Assessments	\$119,220.28	\$119,220.28
TOTAL REVENUES	\$119,220.28	\$119,220.28
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$119,220.28	\$119,220.28
Administrative Subtotal	\$119,220.28	\$119,220.28
TOTAL EXPENDITURES	\$119,220.28	\$119,220.28
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hillosborough County Collection Costs (2%) and Early Payment Discounts (4%) 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 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2023/2024 O&M Budget		\$91,057.60
Hillsborough County Collection Cost @	2%	\$1,937.40
Early Payment Discount @	4%	\$3,874.79
2023/2024 Total		<u>\$96,869.79</u>

2022/2023 O&M Budget	\$88,586.00
2023/2024 O&M Budget	\$91,057.60

Total Difference	<u>\$2,471.60</u>
------------------	-------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
Debt Service - SF 50'	\$930.10	\$930.10	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$227.14	\$233.48	\$6.34	2.79%
Total	<u>\$1,157.24</u>	<u>\$1,163.58</u>	<u>\$6.34</u>	<u>0.55%</u>
Debt Service - SF 50.Q'	\$701.67	\$701.67	\$0.00	0.00%
Operations/Maintenance - SF 50.Q'	\$227.14	\$233.48	\$6.34	2.79%
Total	<u>\$928.81</u>	<u>\$935.15</u>	<u>\$6.34</u>	<u>0.68%</u>
Debt Service - SF 50.P'	\$467.66	\$467.66	\$0.00	0.00%
Operations/Maintenance - SF 50.P'	\$227.14	\$233.48	\$6.34	2.79%
Total	<u>\$694.80</u>	<u>\$701.14</u>	<u>\$6.34</u>	<u>0.91%</u>
Debt Service - SF 60' - 70'	\$1,041.71	\$1,041.71	\$0.00	0.00%
Operations/Maintenance - SF 60' - 70'	\$272.57	\$280.17	\$7.60	2.79%
Total	<u>\$1,314.28</u>	<u>\$1,321.88</u>	<u>\$7.60</u>	<u>0.58%</u>
Debt Service - SF 60.R' - 70.R'	\$340.79	\$340.79	\$0.00	0.00%
Operations/Maintenance - SF 60.R' - 70.R'	\$272.57	\$280.17	\$7.60	2.79%
Total	<u>\$613.36</u>	<u>\$620.96</u>	<u>\$7.60</u>	<u>1.24%</u>
Debt Service - SF 60.P' - 70.P'	\$523.83	\$523.83	\$0.00	0.00%
Operations/Maintenance - SF 60.P' - 70.P'	\$272.57	\$280.17	\$7.60	2.79%
Total	<u>\$796.40</u>	<u>\$804.00</u>	<u>\$7.60</u>	<u>0.95%</u>

Debt Service - SF 60.Q' - 70.Q'	\$785.75	\$785.75	\$0.00	0.00%
Operations/Maintenance - SF 60.P' - 70.P'	\$272.57	\$280.17	\$7.60	2.79%
Total	\$1,058.32	\$1,065.92	\$7.60	0.72%

Debt Service - SF 75'	\$1,227.73	\$1,227.73	\$0.00	0.00%
Operations/Maintenance - SF 75'	\$340.71	\$350.22	\$9.51	2.79%
Total	\$1,568.44	\$1,577.95	\$9.51	0.61%

Debt Service - SF 75.P'	\$617.59	\$617.59	\$0.00	0.00%
Operations/Maintenance - SF 75.P'	\$340.71	\$350.22	\$9.51	2.79%
Total	\$958.30	\$967.81	\$9.51	0.99%

Debt Service - SF 75.Q'	\$926.38	\$926.38	\$0.00	0.00%
Operations/Maintenance - SF 75.Q'	\$340.71	\$350.22	\$9.51	2.79%
Total	\$1,267.09	\$1,276.60	\$9.51	0.75%

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$91,057.60
COLLECTION COSTS @	2.0%	\$1,937.40
EARLY PAYMENT DISCOUNT @	4.0%	\$3,874.79
TOTAL O&M ASSESSMENT		<u>\$96,869.79</u>

UNITS ASSESSED				ALLOCATION OF O&M ASSESSMENT			PER LOT ANNUAL ASSESSMENT		
<u>LOT SIZE</u>	<u>O&M</u>	SERIES 2018	<u>EAU FACTOR</u>	TOTAL	% TOTAL	TOTAL	SERIES 2018 DEBT		
		<u>DEBT SERVICE</u> ^{(1) (2)}		<u>EAU's</u>	<u>EAU's</u>	<u>O&M BUDGET</u>	<u>O&M</u>	<u>SERVICE</u> ⁽³⁾	<u>TOTAL</u> ⁽⁴⁾
Single Family 50'	105	23	1.00	105.00	25.31%	\$24,515.13	\$233.48	\$930.10	\$1,163.58
Single Family 50'	11	11	1.00	11.00	2.65%	\$2,568.25	\$233.48	\$701.67	\$935.15
Single Family 50'	46	46	1.00	46.00	11.09%	\$10,739.96	\$233.48	\$467.66	\$701.14
Single Family 60' - 70'	86	22	1.20	103.20	24.87%	\$24,094.87	\$280.17	\$1,041.71	\$1,321.88
Single Family 60' - 70'	3	3	1.20	3.60	0.87%	\$840.52	\$280.17	\$340.79	\$620.96
Single Family 60' - 70'	57	57	1.20	68.40	16.49%	\$15,969.86	\$280.17	\$523.83	\$804.00
Single Family 60' - 70'	6	6	1.20	7.20	1.74%	\$1,681.04	\$280.17	\$785.75	\$1,065.92
Single Family 75' +	23	2	1.50	34.50	8.32%	\$8,054.97	\$350.22	\$1,227.73	\$1,577.95
Single Family 75' +	23	23	1.50	34.50	8.32%	\$8,054.97	\$350.22	\$617.59	\$967.81
Single Family 75' +	1	1	1.50	1.50	0.36%	\$350.22	\$350.22	\$926.38	\$1,276.60
	<u>361</u>	<u>194</u>		<u>414.90</u>	<u>100.00%</u>	<u>\$96,869.79</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%) (\$5,812.19)

Net Revenue to be Collected **\$91,057.60**

⁽¹⁾ 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.

⁽²⁾ Reflects the number of total lots with Series 2018 debt outstanding.

⁽³⁾ 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.

⁽⁴⁾ Annual assessment that will appear on November 2023 Hillsborough County property tax bill. Amount shown includes all applicable collection costs an early payment discounts (up to 4% if paid early).

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 today 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.

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.

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.

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.

Tab 4

RESOLUTION 2023-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE CHANNING PARK COMMUNITY DEVELOPMENT
DISTRICT APPROVING PROPOSED BUDGET FOR
FISCAL YEAR 2023/2024 AND SETTING A PUBLIC
HEARING THEREON PURSUANT TO FLORIDA LAW;
ADDRESSING TRANSMITTAL, POSTING AND
PUBLICATION REQUIREMENTS; 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, 2023, a proposed budget (“Proposed Budget”) for the fiscal year beginning October 1, 2023, and ending September 30, 2024 (“Fiscal Year 2023/2024”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____, 2023

HOUR: _____

LOCATION: _____

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL-PURPOSE GOVERNMENTS. 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.

4. 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 2, and shall remain on the website for at least 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

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.

7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 20th day of April 2023.

ATTEST:

**CHANNING PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A: Proposed Budget

Exhibit A
Proposed Budget

[See following pages]

Tab 5

TRI-PARTY SUCCESSION AGREEMENT

This Tri-Party Succession Agreement is dated as of November 27, 2022 among Channing Park Community Development District (the “District”), U.S. Bank National Association, as Trustee (“USB”), and U.S. Bank Trust Company, National Association (“Trust Company”). Reference is made to that certain Master Trust Indenture dated as of March 1, 2007, (the “Master Indenture”) between the District and USB as trustee (“Trustee”) thereunder relating to the District’s \$1,620,000 Capital Improvement Revenue Refunding Bonds, Series 2018. Capitalized terms used herein and not defined are used as defined in the Master Indenture. The parties agree as follows:

A. USB has notified the District that USB, has transferred (by contribution) substantially all its corporate trust business to Trust Company (USB’s direct wholly owned subsidiary) and desires to transfer its administration of the Master Indenture from USB to Trust Company such that Trust Company shall be the successor in interest to USB, as Trustee under the Master Indenture. Trust Company hereby represents and certifies to the District that it is a national banking association organized under the laws of the United States of America. Trust Company is qualified to do and does business in one or more states of the United States of America and has an officially reported combined capital, surplus, undivided profits, and reserves aggregating at least \$1,000,000,000. Trust Company is therefore qualified to act as successor trustee under Section 614 of the Master Indenture and successor registrar and paying agent under Section 620 of the Master Indenture.

B. USB hereby resigns as Trustee, Registrar and Paying Agent under the Master Indenture, and the District hereby accepts such resignation and appoints Trust Company as the successor Trustee, Registrar and Paying Agent under the Master Indenture. Trust Company hereby accepts such appointment as successor Trustee, Registrar and Paying Agent under the Master Indenture, and the parties hereby agree that Trust Company is fully vested with all the estates, properties, rights, powers, trusts, duties and obligations of USB, its predecessor; and USB hereby transfers to Trust Company all such estates, properties, rights, powers and trusts and is contemporaneously herewith delivering all its records relating to the Master Indenture to Trust Company.

C. The District hereby certifies to Trust Company that no Event of Default or event which, with the giving of notice or the passage of time or both, would become an Event of Default, has occurred, and is continuing under the Master Indenture.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed, effective as of the day and year first above written.

CHANNING PARK COMMUNITY
DEVELOPMENT DISTRICT

By: _____

Name:

Title:

Signatures Continued on Next Page

U.S. BANK NATIONAL ASSOCIATION, as
Trustee

By: _____

Name: Leanne M. Duffy

Title: Vice President

U.S. BANK TRUST COMPANY, NATIONAL
ASSOCIATION, as Successor Trustee

By: _____

Name: Leanne M. Duffy

Title: Vice President