



Rizzetta & Company

Channing Park Community Development District

Board of Supervisors' Regular Meeting August 21, 2025

**District Office:
2700 S. Falkenburg Road, Suite 2745
Riverview, Florida 33578
813.533.2950**

www.channingparkcdd.org

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT AGENDA

Channing Park Recreation Center located at
17358 Chelsea Downs Circle Lithia, FL 33547

Board of Supervisors	Michael Basso Steven Kelly Gary Randolph Sr. Brent Scoggins Matt Beckley	Chairman Vice Chairman Asst. Secretary Asst. Secretary Asst. Secretary
District Manager	Ruben Durand	Rizzetta & Company, Inc.
District Attorney	Lauren Gentry	Kilinski /Van Wyk
District Engineer	Victor Barbosa	Atwell, LLC

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.

**Board of Supervisors
Channing Park Community
Development District**

August 13, 2025

FINAL AGENDA

The Audit Committee Meeting will convene on Thursday, August 21, 2025, at **4:15 p.m.** followed by the regular meeting of the Board of Supervisors of the Channing Park Community Development District at **4:30 p.m.** at the **Channing Park Recreation Center** Located at **17358 Chelsea Downs Circle, Lithia, FL 33547.**

AUDIT COMMITTEE MEETING

- 1. CALL TO ORDER**
- 2. BUSINESS ADMINISTRATION**
 - A.** Consideration of Audit Proposal Instructions Tab 1
 - B.** Consideration of Audit Evaluation Criteria..... Tab 2
 - C.** Consideration of RFP for Audit Service Advertisement..... Tab 3
- 3. ADJOURNMENT**

REGULAR MEETING

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of the Minutes of the Board of Supervisors' Meeting held on May 15, 2025.....Tab 4
 - B.** Consideration of Operations & Maintenance Expenditures for May, June, July 2025 Tab 5
- 4. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** District Manager
 - i.** District Manager Report..... Tab 6
- 5. BUSINESS ITEMS**
 - A.** Public Hearing on Fiscal Year 2025-2026 Final Budget
 - i.** Consideration of Resolution 2025-04; Adopting Fiscal Year 2025-2026 Final Budget Tab 7
 - B.** Public Hearing on Fiscal Year 2025-2026 Assessments
 - i.** Consideration of Resolution 2025-05; Levying O&M Assessments for Fiscal Year 2025-2026 Tab 8
 - C.** Consideration of Resolution 2025-06; Setting the Meeting Schedule for Fiscal Year 2025-2026 Tab 9
 - D.** Consideration of 2024-2025 Goals & Objectives Report
 - E.** Consideration of Easement for David Weekley Homes utility installation Tab 10
 - F.** Consideration of District Management contract addendum.... Tab 11
- 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,

Ruben Durand

Ruben Durand
District Manager

Tab 1

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Year 2025

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than **XX, 2025**, at 12:00 pm., at the offices of District Manager, located at c/o Rizzetta & Company, 3434 Colwell Ave, Suite 200, Tampa, Florida 33614. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) copy and one (1) digital, of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Channing Park Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions ("**Proposal Documents**").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, *Florida Statutes*, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal, plus the lump sum cost of three (3) annual renewals.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

Tab 2

**CHANNING PARK
COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. Ability of Personnel. (20 Points)

(E.g., geographic location of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other or current Community Development District(s) in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work. (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.* (30 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required in a timely manner (meeting statutory or other deadlines for finalizing audits).

5. Price.

(10 Points) ***

Points will be awarded based upon the lowest total proposal for rendering the services and the reasonableness of the proposal.

Total

(100 Points)

***Alternatively, the Board may choose to evaluate firms without considering price, in which case categories 1 – 3 would be assigned 30 points each and category 4 would be assigned 40 points.

Tab 3

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES

The Channing Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2025, with an option for three (4) additional optional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, *Florida Statutes*, for the purpose of financing, constructing, and maintaining public infrastructure. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2028, be completed as soon as possible.

The auditing entity submitting a proposal must be duly licensed under Chapter 473, *Florida Statutes*, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, *Florida Statutes*, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide one (1) hard copy and One (1) digital copy of their proposal to Ruben Durand (or by email Rdurand@rizzetta.com and Devans@rizzetta.com) ("**District Manager**"), in an envelope marked on the outside "Auditing Services, Channing Park Community Development District." 3434 Colwell Avenue Suite 200, Tampa, FL 33614. Proposals must be received by **12:00 p.m.** on **August 12, 2024**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

District Manager

Channing Park Community Development District
Ruben Durand, District Manager

Run Date: August 29, 2025

Tab 4

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, May 15, 2025, at 4:45 p.m.** at the Channing Park Recreation Center, located at 17358 Chelsea Downs Circle, Lithia, Florida 33547.

Present was:

Mike Basso
Steven Kelly
Brent Scoggins
Matt Beckley

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary (appointed during meeting)

Also present were:

Ruben Durand
Derrick Evans
Lauren Gentry
Eli Rosen

District Manager, Rizzetta & Company
Administrative Assistant, Rizzetta & Company
District Counsel, KVV Law (via conf. call)
District Engineer, Atwell, LLC

FIRST ORDER OF BUSINESS

Call to Order

Mr. Durand called the meeting to order and read the roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience in attendance.

THIRD ORDER OF BUSINESS

BUSINESS ADMINISTRATION

- A.** Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on January 23, 2025

On a motion by Mr. Scoggins, seconded by Mr. Basso the Board unanimously approved the Minutes of the Board of Supervisor's Regular Meeting held on January 23, 2025, for the Channing Park Community Development District.

- B.** Consideration of Operations & Maintenance Expenditures for December 2024 & January, February, March, April 2025

On a motion by Mr. Basso, seconded by Mr. Kelly, the Board unanimously approved the Operations and Maintenance Expenditures for December 2024 (**\$ 3,079.16**), January 2025 (**\$4590.54**), February 2025 (**\$4019.16**), March 2025 (**\$5,192.16**) and April 2025 (**\$10,675.17**) for the Channing Park Community Development District.

FOURTH ORDER OF BUSINESS

STAFF REPORTS

A. District Council

Ms. Gentry provided a legislative update regarding bills that affect Community Development District's. No increase to sovereign immunity limitation, and all other bills that concerned the CDD failed as well.

Ms. Gentry provided information to the new Board member on Sunshine Law, Public Records requests, and Ethics law.

B. District Engineer

i. SWM Systems

Mr. Rosen discussed the requirements of stormwater inspections every 5 years.

C. District Manager

Mr. Durand notified the Board the next meeting will be held on August 21, 2025.

i. Presentation of Registered Voter Count

Mr. Durand presented the registered voter count for Channing Park as 868 voters.

ii. Review of 1st Quarter Website Audit

Mr. Durand presented the 1st Quarter Website Audit

SIXTH ORDER OF BUSINESS**Business Items****A. Consideration of New Board Members**

On a motion by Mr. Kelly, seconded by Mr. Basso, the Board unanimously approved the appointment of Matt Beckley to Seat # 4 for the Channing Park Community Development District.

B. Establish Audit Committee

On a motion by Mr. Scoggins seconded by Mr. Kelly, the Board unanimously agreed to appoint all current Board Members to serve on the audit committee and run two advertisements for Audit Committee meetings for the Channing Park Community Development District.

C. Discussion on HOA Agreement

The agreement with the POA was discussed with District Council recommendation.

On a motion by Mr. Kelly seconded by Mr. Scoggins, the Board unanimously agreed to send a letter to the POA and notify them the CDD is moving forward with the current agreement for the Channing Park Community Development District.

D. Ratification of District Engineer Corporation Merger

On a motion by Mr. Kelly seconded by Mr. Scoggins, the Board unanimously agreed to ratify the District Engineer Corporation Merger for the Channing Park Community Development District.

E. Consideration of District Counsel Proposed Rates

On a motion by Mr. Kelly seconded by Mr. Scoggins, the Board unanimously agreed to approve the District Counsel Proposed Rates as presented for the Channing Park Community Development District.

Mr. Basso had been excused from the meeting due to personal reasons.

F. Consideration of FY 2025 – 2026 Proposed Budget

The Board Discussed the 2025-2026 Proposed Budget

i. Consideration of Resolution 2025-02, Approving FY 2025-2026 Proposed Budget, and Setting a Public Hearing

On a motion by Mr. Scoggins seconded by Mr. Beckley, the Board unanimously agreed to adopt Resolution 2025-02, Approving FY 2025-2026 Proposed Budget and Setting a Public Hearing for the Channing Park Community Development District.

G. Discussion of Easement Request

Ms. Gentry presented the request to the Board.

On a motion by Mr. Kelly seconded by Mr. Scoggins, the Board unanimously agreed to open discussions with David Weekly and approve the waiver provided by District Counsel for the Channing Park Community Development District.

H. Consideration of Resolution 2025- 03, Ratifying the Transferring of District Bank Accounts

On a motion by Mr. Scoggins, seconded by Mr. Beckley, the Board unanimously agreed to adopt Resolution 2025-03, Ratifying the Transferring of District Bank Accounts for the Channing Park Community Development District.

SEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no requests from Supervisors.

EIGHTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Scoggins, seconded by Mr. Beckly, the Board unanimously approved to adjourn the meeting at 6:06p.m. for the Channing Park Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 5

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 May 2025 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2025 through May 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$5,492.16**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Atwell, LLC	300011	0000403888	Engineering Services 04/25	\$ 360.00
Christopher B. Scoggins	300008	BS051525	Board of Supervisors Meeting 05/15/25	\$ 200.00
Joseph Michael Basso	300009	MB051525	Board of Supervisors Meeting 05/15/25	\$ 200.00
Kilinski Van Wyk, PLLC	300012	12286	Legal Services 04/25	\$ 1,593.00
Rizzetta & Company, Inc.	300007	INV0000098926	District Management Fees 05/25	\$ 2,939.16
Steven M. Kelly	300010	SK051525	Board of Supervisors Meeting 05/15/25	<u>\$ 200.00</u>
Report Total				<u>\$ 5,492.16</u>

**INVOICE**

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

May 13, 2025

Project No: 21050211-007-00

Invoice No: 0000403888

Invoice Total **\$360.00**

Payment: [Atwell Online Payment Portal](#)

Reference #:

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 April 1, 2025 to April 30, 2025

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount	
Project Manager II				
Barbosa, Victor	1.50	240.00	360.00	
Total	1.50		360.00	
Total Labor				360.00
		Total this Task		\$360.00
		Total this Invoice		\$360.00

RECEIVED
05-16-2025

Methods of Payment accepted:

- **ACH or Wire (Preferred)** — Remittance information available upon request.
- Check
- Credit Card

Check Payments to:

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

Payment due in accordance with terms of agreement. Accounts past due are subject to 1½% per month (18% annual) service charge.
Remittance notifications or questions can be directed to atwellar@atwell-group.com or by calling the phone number listed above.

RECEIVED
05-16-2025

Channing Park CDD
Meeting Date: May 15th, 2025

SUPERVISOR PAY REQUEST

Name of Board Supervisor	Check if paid
Michael Basso	<input checked="" type="checkbox"/>
Steven Kelly	<input checked="" type="checkbox"/>
Gary Randolph	<input type="checkbox"/>
Brent Scoggins	<input checked="" type="checkbox"/>

(*) Does not get paid

NOTE: Supervisors are only paid if checked present.

EXTENDED MEETING TIMECARD

Meeting Start Time:	4:45 AM
Meeting End Time:	6:06 PM
Total Meeting Time:	1 hr 21 min

Time Over (?) Hours:

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	\$0.700
Mileage to Charge	\$0.00

DM Signature: R. Durand



Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314

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

INVOICE

Invoice # 12286
Date: 05/18/2025
Due On: 06/17/2025

Channing Park CDD - 01 General Counsel

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	GK	04/03/2025	Review tentative agenda; prepare Notice of Audit Selection Committee Meeting and Request for Proposals for Auditing Services; prepare proposed budget approval resolutions for Fiscal Year 2026; confer with District Manager regarding agenda materials.	1.40	\$305.00	\$427.00
Service	LG	04/03/2025	Review budget resolutions and audit RFP.	0.20	\$300.00	\$60.00
Service	GK	04/09/2025	Confer with District Manager regarding maintenance agreement with POA, status of renewal for the same.	0.20	\$305.00	\$61.00
Service	GK	04/14/2025	Review request from David Weekley Homes for easement for utility connection, analyze impact to District regarding the same; confer with District Manager regarding maintenance agreement with POA.	0.40	\$305.00	\$122.00
Service	LG	04/14/2025	Review information regarding utility connection request; confer with David Weekley Homes representative regarding same.	0.60	\$300.00	\$180.00
Service	LG	04/15/2025	Send email to Board regarding easement request.	0.50	\$300.00	\$150.00
Service	GK	04/16/2025	Review agenda materials, including staff reports, January meeting minutes, proposed Fiscal Year 2026	1.30	\$305.00	\$396.50

			budget; confer with District Manager regarding agenda materials.			
Service	LG	04/16/2025	Confer with Durand regarding easement request and meeting agenda.	0.30	\$300.00	\$90.00
Service	GK	04/17/2025	Confer with District Manager regarding meeting cancellation, rescheduling of the same.	0.10	\$305.00	\$30.50
Service	RVW	04/30/2025	Monitor legislation affecting District and provide newsletter summary of same.	0.20	\$380.00	\$76.00
Non-billable entries						
Service	LG	04/03/2025	Prepare fee letter for FY 24/25.	0.50	\$300.00	\$150.00
Service	CD	04/28/2025	Prepare FY26 Budget Mailing notices options with Simple Notice and O&M Notice, letter to Residents and Affidavit of Mailing; Research Website.	0.40	\$185.00	\$74.00
					Total	\$1,593.00

RECEIVED
05-18-2025

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
12286	06/17/2025	\$1,593.00	\$0.00	\$1,593.00
Outstanding Balance				\$1,593.00
Total Amount Outstanding				\$1,593.00

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 #
5/2/2025	INV0000098926

Bill To:

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

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

Description	Qty	Rate	Amount
Accounting Services	1.00	\$1,010.08	\$1,010.08
Administrative Services	1.00	\$273.00	\$273.00
Financial & Revenue Collections	1.00	\$273.00	\$273.00
Management Services	1.00	\$1,283.08	\$1,283.08
Website Compliance & Management	1.00	\$100.00	\$100.00
		Subtotal	\$2,939.16
		Total	\$2,939.16

RECEIVED
04-29-2025

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 June 2025 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2025 through June 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$9,779.67**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Atwell, LLC	300015	0000408257	Engineering Services 05/25	\$ 660.00
Kilinski Van Wyk, PLLC	300016	12501	Legal Services 05/25	\$ 1,762.50
Rizzetta & Company, Inc.	300013	INV0000099703	District Management Fees 06/25	\$ 2,939.16
The Observer Group, Inc.	300017	25-01719H	Legal Advertising 06/25	\$ 161.88
U.S. Bank	300014	7762595	Trustee Fees Series 2018 05/01/25-04/30/26	<u>\$ 4,256.13</u>
Report Total				<u>\$ 9,779.67</u>

**INVOICE**

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

June 10, 2025

Project No: 21050211-007-00

Invoice No: 0000408257

Invoice Total **\$660.00**

Payment: [Atwell Online Payment Portal](#)

Reference #:

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 May 1, 2025 to May 31, 2025

Task 001:00 CDD Coordination

Professional Personnel

	Hours	Rate	Amount	
Engineer/Designer II				
Rosen, Eli	4.00	165.00	660.00	
Total	4.00		660.00	
Total Labor				660.00
		Total this Task		\$660.00
		Total this Invoice		\$660.00

RECEIVED
06/16/2025

Methods of Payment accepted:

- **ACH or Wire (Preferred)** — Remittance information available upon request.
- Check
- Credit Card

Check Payments to:

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

Payment due in accordance with terms of agreement. Accounts past due are subject to 1½% per month (18% annual) service charge.
Remittance notifications or questions can be directed to atwellar@atwell-group.com or by calling the phone number listed above.



Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314

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

INVOICE

Invoice # 12501
Date: 06/17/2025
Due On: 07/17/2025

Channing Park CDD - 01 General Counsel

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	GK	05/01/2025	Review tentative agenda, confer with District Manager regarding the same.	0.30	\$305.00	\$91.50
Service	LG	05/01/2025	Review agenda for special meeting; send documents for agenda.	0.50	\$300.00	\$150.00
Service	GK	05/06/2025	Prepare resolution ratifying transferring bank accounts, confer with District Manager regarding the same.	0.40	\$305.00	\$122.00
Service	SH	05/07/2025	Monitor legislation affecting District and provide newsletter summary of same.	0.20	\$290.00	\$58.00
Service	LG	05/14/2025	Review amended agenda and prepare for board meeting.	0.40	\$300.00	\$120.00
Service	LG	05/15/2025	Attend Board meeting; send information regarding Enclave property; convey Board decision to David Weekley Homes.	2.00	\$300.00	\$600.00
Service	LG	05/21/2025	Confer with David Weekley Homes regarding initial discussions for easement; respond to district manager regarding roadway.	0.30	\$300.00	\$90.00
Service	LG	05/22/2025	Confer with David Weekley Homes regarding easement request; transmit information to Board re same.	0.80	\$300.00	\$240.00
Service	LG	05/23/2025	Review and finalize budget notice.	0.20	\$300.00	\$60.00
Service	SD	05/23/2025	Complete Notice of Public Hearing, confer with district staff and send to	0.60	\$185.00	\$111.00

Ruben Durand						
Service	LG	05/27/2025	Prepare renewal for POA maintenance agreement.	0.40	\$300.00	\$120.00

Total **\$1,762.50**
RECEIVED
 06/18/2025

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
12501	07/17/2025	\$1,762.50	\$0.00	\$1,762.50
Outstanding Balance				\$1,762.50
Total Amount Outstanding				\$1,762.50

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 #
6/2/2025	INV0000099703

Bill To:

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

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

Description	Qty	Rate	Amount
Accounting Services	1.00	\$1,010.08	\$1,010.08
Administrative Services	1.00	\$273.00	\$273.00
Financial & Revenue Collections	1.00	\$273.00	\$273.00
Management Services	1.00	\$1,283.08	\$1,283.08
Website Compliance & Management	1.00	\$100.00	\$100.00
		Subtotal	\$2,939.16
		Total	\$2,939.16

RECEIVED
05-28-2025

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

Invoice # 25-01719H

Date 06/20/2025

Attn:
Channing Park CDD Rizzetta
3434 COLWELL AVENUE SUITE 200
TAMPA FL 33614

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

Description

Amount

Serial # 25-01719H

\$161.88

Notice of Public Hearing and Regular Board of Supervisors Meeting

RE: Channing Park CDD Fiscal Year 2026 Budget Board of Supervisors

Meeting on 8/21/25 @ 4:30 PM

Published: 6/20/2025, 6/27/2025

Important Message

Please include our Serial #
on your check

Pay by credit card online:
[https://legals.
businessobserverfl.
com/send-payment/](https://legals.businessobserverfl.com/send-payment/)

Paid

()

Total

\$161.88

Payment is expected within 30 days of the
first publication date of your notice.

RECEIVED
06-19-2025

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2026 BUDGET; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Channing Park Community Development District ("District") will hold a public hearing on **August 21, 2025, at 4:30 p.m. at Channing Park Recreation Center, 17358 Chelsea Downs Circle, Lithia, Florida 33547**, for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budget") of the District for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("Fiscal Year 2026"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 2700 S. Falkenburg Rd., Suite 2745, Riverview, FL 33578, 813-533-2950 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://www.channingparkcdd.org/>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least three (3) business days prior to the meeting. 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), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such appeal is to be based.

Ruben Durand, District Manager
June 20, 27, 2025

25-01719H

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Corporate Trust Services
EP-MN-WN3L
60 Livingston Ave.
St. Paul, MN 55107

Invoice Number: 7762595
Account Number: 260379000
Invoice Date: 05/23/2025
Direct Inquiries To: Duffy, Leanne M
Phone: (407)-835-3807

Rizzetta & CO Inc
ATTN District Manager
3434 Colwell Avenue, Suite 200
Tampa, FL 33614
United States

CHANNING PARK CDD 2018

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$4,256.13

All invoices are due upon receipt.

RECEIVED
05-30-2025

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

CHANNING PARK CDD 2018

Invoice Number: 7762595
Account Number: 260379000
Current Due: \$4,256.13

Direct Inquiries To: Duffy, Leanne M
Phone: (407)-835-3807

Please mail payments to:
U.S. Bank
CM-9690
PO BOX 70870
St. Paul, MN 55170-9690





Corporate Trust Services
EP-MN-WN3L
60 Livingston Ave.
St. Paul, MN 55107

Invoice Number: 7762595
Invoice Date: 05/23/2025
Account Number: 260379000
Direct Inquiries To: Duffy, Leanne M
Phone: (407)-835-3807

CHANNING PARK CDD 2018

Accounts Included 260379000 260379002 260379003 260379004 260379005
In This Relationship:

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,950.00	100.00%	\$3,950.00
Subtotal Administration Fees - In Advance 05/01/2025 - 04/30/2026				\$3,950.00
Incidental Expenses 05/01/2025 to 04/30/2026	3,950.00	0.0775		\$306.13
Subtotal Incidental Expenses				\$306.13
TOTAL AMOUNT DUE				\$4,256.13



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 July 2025 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2025 through July 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$3,006.97**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Channing Park Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2025 Through July 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta & Company, Inc.	300018	INV0000100517	District Management Fees 07/25	\$ 2,939.16
The Observer Group, Inc.	300019	25-01875H	Legal Advertising 07/25	<u>\$ 67.81</u>
Report Total				<u><u>\$ 3,006.97</u></u>

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

Invoice

Date	Invoice #
7/2/2025	INV0000100517

Bill To:

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

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

Description	Qty	Rate	Amount
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		Subtotal	\$2,939.16
		Total	\$2,939.16

RECEIVED
06-27-2025

Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

Invoice # 25-01875H

Date 07/04/2025

Attn:
Channing Park CDD Rizzetta
3434 COLWELL AVENUE SUITE 200
TAMPA FL 33614

Please make checks payable to:
(Please note Invoice # on check)
Business Observer
1970 Main Street
3rd Floor
Sarasota, FL 34236

Description

Amount

Serial # 25-01875H

\$67.81

Notice of Audit Review Committee Meeting

RE: Channing Park CDD Board of Supervisors Meeting on 8/21/25 @ 4:15 PM

Published: 7/4/2025

Important Message

Please include our Serial #
on your check

Pay by credit card online:
[https://legals.
businessobserverfl.
com/send-payment/](https://legals.businessobserverfl.com/send-payment/)

Paid

()

Total

\$67.81

Payment is expected within 30 days of the
first publication date of your notice.

RECEIVED
07/03/2025

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Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

NOTICE OF AUDIT REVIEW COMMITTEE MEETING CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of The Channing Park Community Development District will hold a special meeting on August 21, 2025, at 4:15 p.m. **There will be an Audit Committee meeting prior to the start of the Board of Supervisors' meeting at the Channing Park Recreation Center located at Chelsea Downs Cir, Lithia, Florida, 33547.** The Audit Committee will review, discuss, and establish the evaluation criteria for any proposals the District receives pursuant to solicitations for auditing services.

The meeting is open to the public and will be conducted in accordance with provisions of Florida Law for Community Development Districts. There may be occasions when one or more Supervisors will participate by telephone. At the above location will be present a speaker telephone so that any person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 994-1001, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

Ruben Durand, District Manager
July 4, 2025

25-01875H

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Serial Number
25-01875H

Business Observer

Published Weekly
Tampa, Hillsborough County, Florida

COUNTY OF HILLSBOROUGH

STATE OF FLORIDA

Before the undersigned authority personally appeared Kelly Martin who on oath says that he/she is Publisher's Representative of the Business Observer a weekly newspaper published at Tampa, Hillsborough County, Florida; that the attached copy of advertisement,

being a Notice of Audit Review Committee Meeting

in the matter of Channing Park CDD Board of Supervisors Meeting on 8/21/25 @ 4:15 PM

in the Court, was published in said newspaper by print in the issues of 7/4/2025

Affiant further says that the Business Observer complies with all legal requirements for publication in chapter 50, Florida Statutes.

*This Notice was placed on the newspaper's website and floridapublicnotices.com on the same day the notice appeared in the newspaper.


Kelly Martin

Sworn to and subscribed, and personally appeared by physical presence before me,

7th day of July, 2025 A.D.

by Kelly Martin who is personally known to me.

Notary Public, State of Florida
(SEAL)



Pamela A Nelson
Comm.: HH 277515
Expires: Aug. 23, 2026
Notary Public - State of Florida

RECEIVED
JUL 9 2025

BY: _____

NOTICE OF AUDIT REVIEW COMMITTEE MEETING CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of The Channing Park Community Development District will hold a special meeting on August 21, 2025, at 4:15 p.m. There will be an Audit Committee meeting prior to the start of the Board of Supervisors' meeting at the Channing Park Recreation Center located at Chelsea Downs Cir, Lithia, Florida, 33547. The Audit Committee will review, discuss, and establish the evaluation criteria for any proposals the District receives pursuant to solicitations for auditing services.

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Ruben Durand, District Manager
July 4, 2025

25-01875H

Tab 6



Quarterly Compliance Audit Report

Channing Park

Date: July 2025 - 2nd Quarter

Prepared for: Matthew Huber

Developer: Rizzetta

Insurance agency:



Preparer:

Susan Morgan - *SchoolStatus Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

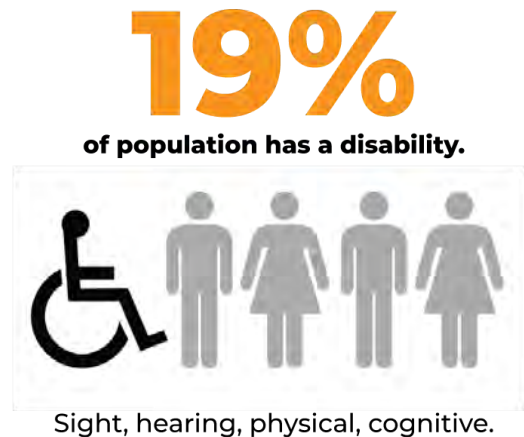
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

Tab 7

RESOLUTION 2025-04

THE ANNUAL APPROPRIATION RESOLUTION OF THE CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has submitted to the Board of Supervisors (“**Board**”) of the Channing Park Community Development District (“**District**”) a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025 and ending September 30, 2026 (“**Fiscal Year 2026**”), along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

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

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

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

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

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Channing Park Community Development District for the Fiscal Year Ending September 30, 2026.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2026, the sum of \$_____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND (SERIES 2007)	\$_____
TOTAL ALL FUNDS	\$_____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2026 or within sixty (60) days following the end of the Fiscal Year 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$10,000 or 10% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST 2025.

ATTEST:

**CHANNING PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026



Rizzetta & Company

Channing Park Community Development District

www.channingparkcdd.org

Final Budget Draft for Fiscal Year 2025/2026

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Rizzetta & Company

Proposed Budget

Channing Park Community Development District

General Fund

Fiscal Year 2025/2026

A large green rectangular area with the word "Comments" centered in white text.

Chart of Accounts Classification		Actual YTD through 07/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll*	\$ 98,068	\$ 98,068	\$ 96,854	\$ 1,214	\$ 96,854	\$ -
6							
7	Assessment Revenue Subtotal	\$ 98,068	\$ 98,068	\$ 96,854	\$ 1,214	\$ 96,854	\$ -
8							
9	OTHER REVENUES						
10							
11	Interest Earnings	\$ 52	\$ 62	\$ -	\$ 62	\$ -	\$ -
12	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13							
14	Other Revenue Subtotal	\$ 52	\$ 62	\$ -	\$ 62	\$ -	\$ -
15							
16	TOTAL REVENUES	\$ 98,120	\$ 98,130	\$ 96,854	\$ 1,276	\$ 96,854	\$ -
17	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
18							
19	EXPENDITURES - ADMINISTRATIVE						
20							
21	Legislative						
22	Supervisor Fees	\$ 1,200	\$ 1,440	\$ 2,000	\$ 560	\$ 2,000	\$ -
23	Financial & Administrative						
24	Accounting Services	\$ 10,101	\$ 12,121	\$ 12,121	\$ (0)	\$ 12,121	\$ -
25	Administrative Services	\$ 2,730	\$ 3,276	\$ 3,276	\$ -	\$ 3,276	\$ -
26	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
27	Assessment Roll	\$ 5,200	\$ 5,200	\$ 5,460	\$ 260	\$ 5,460	\$ -
28	Auditing Services	\$ 3,285	\$ 3,285	\$ 3,285	\$ -	\$ 3,285	\$ -
29	District Engineer	\$ 2,213	\$ 2,656	\$ 5,000	\$ 2,344	\$ 5,000	\$ -
30	District Management	\$ 12,831	\$ 15,397	\$ 15,397	\$ (0)	\$ 15,397	\$ -
31	Dues, Licenses & Fees	\$ 275	\$ 330	\$ 175	\$ (155)	\$ 175	\$ -
32	Financial & Revenue Collections	\$ 2,730	\$ 3,276	\$ 3,276	\$ -	\$ 3,276	\$ -
33	Legal Advertising	\$ 295	\$ 354	\$ 1,000	\$ 646	\$ 1,000	\$ -
34	Public Officials Liability Insurance	\$ 2,890	\$ 2,890	\$ 3,057	\$ 167	\$ 3,057	\$ -
35	Trustees Fees	\$ 4,256	\$ 4,256	\$ 3,770	\$ (486)	\$ 3,770	\$ -
36	Website Hosting, Maintenance, Backup	\$ 2,538	\$ 3,046	\$ 3,000	\$ (46)	\$ 3,000	\$ -
37	Legal Counsel						
38	District Counsel	\$ 7,904	\$ 9,485	\$ 5,000	\$ (4,485)	\$ 5,000	\$ -
39							
40	Administrative Subtotal	\$ 58,448	\$ 67,011	\$ 66,317	\$ (694)	\$ 66,317	\$ -
41							
42	EXPENDITURES - FIELD OPERATIONS						
43							
44	Stormwater Control						
45	Stormwater Monitoring & Maintenance	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
46	Other Physical Environment						\$ -
47	General Liability Insurance	\$ 2,890	\$ 2,890	\$ 3,057	\$ 167	\$ 3,057	\$ -
48	POA Maintenance Agreement Compensation	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
49	Contingency						

Channing Park Community Development District

Debt Service

Fiscal Year 2025/2026

Chart of Accounts Classification	Series 2018	Budget for 2025/2026
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$118,727.46	\$118,727.46
TOTAL REVENUES	\$118,727.46	\$118,727.46
EXPENDITURES		
Administrative		
Debt Service Obligation	\$118,727.46	\$118,727.46
Administrative Subtotal	\$118,727.46	\$118,727.46
TOTAL EXPENDITURES	\$118,727.46	\$118,727.46
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%)

6.0%

GROSS ASSESSMENTS

\$126,198.41

Notes:

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

⁽¹⁾ Maximum Annual Debt Service

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2025/2026 O&M Budget:		\$96,854.00	2024/2025 O&M Budget	\$96,854.00
Collection Costs:	2%	\$2,060.72	2025/2026 O&M Budget:	\$96,854.00
Early Payment Discounts:	4%	\$4,121.45		
2025/2026 Total:		\$103,036.17	Total Difference:	\$0.00

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2024/2025	2025/2026	\$	%
Single Family 50'	Series 2018 Debt Service	\$930.10	\$930.10	\$0.00	0.00%
	Operations/Maintenance	\$248.34	\$248.34	\$0.00	0.00%
	Total	\$1,178.44	\$1,178.44	\$0.00	0.00%
Single Family 50.Q'	Series 2018 Debt Service	\$701.67	\$701.67	\$0.00	0.00%
	Operations/Maintenance	\$248.34	\$248.34	\$0.00	0.00%
	Total	\$950.01	\$950.01	\$0.00	0.00%
Single Family 50.P'	Series 2018 Debt Service	\$467.66	\$467.66	\$0.00	0.00%
	Operations/Maintenance	\$248.34	\$248.34	\$0.00	0.00%
	Total	\$716.00	\$716.00	\$0.00	0.00%
Single Family 60' - 70'	Series 2018 Debt Service	\$1,041.71	\$1,041.71	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$1,339.72	\$1,339.72	\$0.00	0.00%
Single Family 60.R' - 70.R'	Series 2018 Debt Service	\$340.79	\$340.79	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$638.80	\$638.80	\$0.00	0.00%
Single Family 60.P' - 70.P'	Series 2018 Debt Service	\$523.83	\$523.83	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$821.84	\$821.84	\$0.00	0.00%
Single Family 60.Q' - 70.Q'	Series 2018 Debt Service	\$785.75	\$785.75	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$1,083.76	\$1,083.76	\$0.00	0.00%
Single Family 75'	Series 2018 Debt Service	\$1,227.73	\$1,227.73	\$0.00	0.00%
	Operations/Maintenance	\$372.51	\$372.51	\$0.00	0.00%
	Total	\$1,600.24	\$1,600.24	\$0.00	0.00%
Single Family 75.P'	Series 2018 Debt Service	\$617.59	\$617.59	\$0.00	0.00%
	Operations/Maintenance	\$372.51	\$372.51	\$0.00	0.00%
	Total	\$990.10	\$990.10	\$0.00	0.00%
Single Family 75.Q'	Series 2018 Debt Service	\$926.38	\$926.38	\$0.00	0.00%
	Operations/Maintenance	\$372.51	\$372.51	\$0.00	0.00%
	Total	\$1,298.89	\$1,298.89	\$0.00	0.00%

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$96,854.00
COLLECTION COSTS @	2.0%	\$2,060.72
EARLY PAYMENT DISCOUNT @	4.0%	\$4,121.45
TOTAL O&M ASSESSMENT		<u>\$103,036.17</u>

UNITS ASSESSED			ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
LOT SIZE	O&M	SERIES 2018 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M	SERIES 2018 DEBT SERVICE ⁽³⁾	TOTAL ⁽⁴⁾
Single Family 50'	105	23	1.00	105.00	25.31%	\$26,075.68	\$248.34	\$930.10	\$1,178.44
Single Family 50'	11	11	1.00	11.00	2.65%	\$2,731.74	\$248.34	\$701.67	\$950.01
Single Family 50'	46	46	1.00	46.00	11.09%	\$11,423.63	\$248.34	\$467.66	\$716.00
Single Family 60' - 70'	86	22	1.20	103.20	24.87%	\$25,628.66	\$298.01	\$1,041.71	\$1,339.72
Single Family 60' - 70'	3	3	1.20	3.60	0.87%	\$894.02	\$298.01	\$340.79	\$638.80
Single Family 60' - 70'	57	56	1.20	68.40	16.49%	\$16,986.44	\$298.01	\$523.83	\$821.84
Single Family 60' - 70'	6	6	1.20	7.20	1.74%	\$1,788.05	\$298.01	\$785.75	\$1,083.76
Single Family 75' +	23	2	1.50	34.50	8.32%	\$8,567.72	\$372.51	\$1,227.73	\$1,600.24
Single Family 75' +	23	23	1.50	34.50	8.32%	\$8,567.72	\$372.51	\$617.59	\$990.10
Single Family 75' +	1	1	1.50	1.50	0.36%	\$372.51	\$372.51	\$926.38	\$1,298.89
Total Community	<u>361</u>	<u>193</u>		<u>414.90</u>	<u>100.00%</u>	<u>\$103,036.17</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%) (\$6,182.17)

Net Revenue to be Collected \$96,854.00

⁽¹⁾ Reflects the number of total lots with Series 2018 debt outstanding.

⁽²⁾ 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.

⁽³⁾ Annual assessment that will appear on November 2025 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:

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.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, 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 the management and administration of the District's day-to-day needs. These services include the conducting of board meetings, workshops, the overall administration of District functions, all required state, and local filings, preparation of the 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 prepare, maintain and certify the assessment roll(s) and annually levy a non-ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent 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. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on the 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.

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:

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.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights 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.

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

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.

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.

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.

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 8

RESOLUTION 2025-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2026; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

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

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”), attached hereto as **Exhibit A** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

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

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

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2026; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such

special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Channing Park Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit B** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

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

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits A and B**, is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits A and B**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits A and B**. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit B**, is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

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

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

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST 2025.

ATTEST:

**CHANNING PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026

Exhibit B: Assessment Roll



Rizzetta & Company

Channing Park Community Development District

www.channingparkcdd.org

Final Budget Draft for Fiscal Year 2025/2026

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Rizzetta & Company

Proposed Budget

Channing Park Community Development District

General Fund

Fiscal Year 2025/2026

A large green rectangle with the word "Comments" centered in white text.

Chart of Accounts Classification		Actual YTD through 07/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll*	\$ 98,068	\$ 98,068	\$ 96,854	\$ 1,214	\$ 96,854	\$ -
6							
7	Assessment Revenue Subtotal	\$ 98,068	\$ 98,068	\$ 96,854	\$ 1,214	\$ 96,854	\$ -
8							
9	OTHER REVENUES						
10							
11	Interest Earnings	\$ 52	\$ 62	\$ -	\$ 62	\$ -	\$ -
12	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13							
14	Other Revenue Subtotal	\$ 52	\$ 62	\$ -	\$ 62	\$ -	\$ -
15							
16	TOTAL REVENUES	\$ 98,120	\$ 98,130	\$ 96,854	\$ 1,276	\$ 96,854	\$ -
17	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
18							
19	EXPENDITURES - ADMINISTRATIVE						
20							
21	Legislative						
22	Supervisor Fees	\$ 1,200	\$ 1,440	\$ 2,000	\$ 560	\$ 2,000	\$ -
23	Financial & Administrative						
24	Accounting Services	\$ 10,101	\$ 12,121	\$ 12,121	\$ (0)	\$ 12,121	\$ -
25	Administrative Services	\$ 2,730	\$ 3,276	\$ 3,276	\$ -	\$ 3,276	\$ -
26	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -
27	Assessment Roll	\$ 5,200	\$ 5,200	\$ 5,460	\$ 260	\$ 5,460	\$ -
28	Auditing Services	\$ 3,285	\$ 3,285	\$ 3,285	\$ -	\$ 3,285	\$ -
29	District Engineer	\$ 2,213	\$ 2,656	\$ 5,000	\$ 2,344	\$ 5,000	\$ -
30	District Management	\$ 12,831	\$ 15,397	\$ 15,397	\$ (0)	\$ 15,397	\$ -
31	Dues, Licenses & Fees	\$ 275	\$ 330	\$ 175	\$ (155)	\$ 175	\$ -
32	Financial & Revenue Collections	\$ 2,730	\$ 3,276	\$ 3,276	\$ -	\$ 3,276	\$ -
33	Legal Advertising	\$ 295	\$ 354	\$ 1,000	\$ 646	\$ 1,000	\$ -
34	Public Officials Liability Insurance	\$ 2,890	\$ 2,890	\$ 3,057	\$ 167	\$ 3,057	\$ -
35	Trustees Fees	\$ 4,256	\$ 4,256	\$ 3,770	\$ (486)	\$ 3,770	\$ -
36	Website Hosting, Maintenance, Backup	\$ 2,538	\$ 3,046	\$ 3,000	\$ (46)	\$ 3,000	\$ -
37	Legal Counsel						
38	District Counsel	\$ 7,904	\$ 9,485	\$ 5,000	\$ (4,485)	\$ 5,000	\$ -
39							
40	Administrative Subtotal	\$ 58,448	\$ 67,011	\$ 66,317	\$ (694)	\$ 66,317	\$ -
41							
42	EXPENDITURES - FIELD OPERATIONS						
43							
44	Stormwater Control						
45	Stormwater Monitoring & Maintenance	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
46	Other Physical Environment						\$ -
47	General Liability Insurance	\$ 2,890	\$ 2,890	\$ 3,057	\$ 167	\$ 3,057	\$ -
48	POA Maintenance Agreement Compensation	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
49	Contingency						

Proposed Budget

Channing Park Community Development District

General Fund

Fiscal Year 2025/2026

[illegible]

Chart of Accounts Classification		Actual YTD through 07/31/25	Projected Annual Totals 2024/2025	Annual Budget for 2024/2025	Projected Budget variance for 2024/2025	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
50	Miscellaneous Contingency	\$ 3,750	\$ 4,500	\$ 12,480	\$ 7,980	\$ 12,480	\$ -
51							
52	Field Operations Subtotal	\$ 6,640	\$ 7,390	\$ 30,537	\$ 23,147	\$ 30,537	\$ -
53							
54	TOTAL EXPENDITURES	\$ 65,088	\$ 74,401	\$ 96,854	\$ 22,453	\$ 96,854	\$ -
55							
56	EXCESS OF REVENUES OVER EXPENDITURES	\$ 33,032	\$ 23,729	\$ -	\$ 23,729	\$ -	\$ -
57							

Channing Park Community Development District

Debt Service

Fiscal Year 2025/2026

Chart of Accounts Classification	Series 2018	Budget for 2025/2026
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$118,727.46	\$118,727.46
TOTAL REVENUES	\$118,727.46	\$118,727.46
EXPENDITURES		
Administrative		
Debt Service Obligation	\$118,727.46	\$118,727.46
Administrative Subtotal	\$118,727.46	\$118,727.46
TOTAL EXPENDITURES	\$118,727.46	\$118,727.46
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%)

6.0%

GROSS ASSESSMENTS

\$126,198.41

Notes:

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

⁽¹⁾ Maximum Annual Debt Service

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2025/2026 O&M Budget:		\$96,854.00	2024/2025 O&M Budget	\$96,854.00
Collection Costs:	2%	\$2,060.72	2025/2026 O&M Budget:	\$96,854.00
Early Payment Discounts:	4%	\$4,121.45		
2025/2026 Total:		\$103,036.17	Total Difference:	\$0.00

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2024/2025	2025/2026	\$	%
Single Family 50'	Series 2018 Debt Service	\$930.10	\$930.10	\$0.00	0.00%
	Operations/Maintenance	\$248.34	\$248.34	\$0.00	0.00%
	Total	\$1,178.44	\$1,178.44	\$0.00	0.00%
Single Family 50.Q'	Series 2018 Debt Service	\$701.67	\$701.67	\$0.00	0.00%
	Operations/Maintenance	\$248.34	\$248.34	\$0.00	0.00%
	Total	\$950.01	\$950.01	\$0.00	0.00%
Single Family 50.P'	Series 2018 Debt Service	\$467.66	\$467.66	\$0.00	0.00%
	Operations/Maintenance	\$248.34	\$248.34	\$0.00	0.00%
	Total	\$716.00	\$716.00	\$0.00	0.00%
Single Family 60' - 70'	Series 2018 Debt Service	\$1,041.71	\$1,041.71	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$1,339.72	\$1,339.72	\$0.00	0.00%
Single Family 60.R' - 70.R'	Series 2018 Debt Service	\$340.79	\$340.79	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$638.80	\$638.80	\$0.00	0.00%
Single Family 60.P' - 70.P'	Series 2018 Debt Service	\$523.83	\$523.83	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$821.84	\$821.84	\$0.00	0.00%
Single Family 60.Q' - 70.Q'	Series 2018 Debt Service	\$785.75	\$785.75	\$0.00	0.00%
	Operations/Maintenance	\$298.01	\$298.01	\$0.00	0.00%
	Total	\$1,083.76	\$1,083.76	\$0.00	0.00%
Single Family 75'	Series 2018 Debt Service	\$1,227.73	\$1,227.73	\$0.00	0.00%
	Operations/Maintenance	\$372.51	\$372.51	\$0.00	0.00%
	Total	\$1,600.24	\$1,600.24	\$0.00	0.00%
Single Family 75.P'	Series 2018 Debt Service	\$617.59	\$617.59	\$0.00	0.00%
	Operations/Maintenance	\$372.51	\$372.51	\$0.00	0.00%
	Total	\$990.10	\$990.10	\$0.00	0.00%
Single Family 75.Q'	Series 2018 Debt Service	\$926.38	\$926.38	\$0.00	0.00%
	Operations/Maintenance	\$372.51	\$372.51	\$0.00	0.00%
	Total	\$1,298.89	\$1,298.89	\$0.00	0.00%

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$96,854.00
COLLECTION COSTS @	2.0%	\$2,060.72
EARLY PAYMENT DISCOUNT @	4.0%	\$4,121.45
TOTAL O&M ASSESSMENT		<u>\$103,036.17</u>

UNITS ASSESSED			ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
LOT SIZE	O&M	SERIES 2018 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M	SERIES 2018 DEBT SERVICE ⁽³⁾	TOTAL ⁽⁴⁾
Single Family 50'	105	23	1.00	105.00	25.31%	\$26,075.68	\$248.34	\$930.10	\$1,178.44
Single Family 50'	11	11	1.00	11.00	2.65%	\$2,731.74	\$248.34	\$701.67	\$950.01
Single Family 50'	46	46	1.00	46.00	11.09%	\$11,423.63	\$248.34	\$467.66	\$716.00
Single Family 60' - 70'	86	22	1.20	103.20	24.87%	\$25,628.66	\$298.01	\$1,041.71	\$1,339.72
Single Family 60' - 70'	3	3	1.20	3.60	0.87%	\$894.02	\$298.01	\$340.79	\$638.80
Single Family 60' - 70'	57	56	1.20	68.40	16.49%	\$16,986.44	\$298.01	\$523.83	\$821.84
Single Family 60' - 70'	6	6	1.20	7.20	1.74%	\$1,788.05	\$298.01	\$785.75	\$1,083.76
Single Family 75' +	23	2	1.50	34.50	8.32%	\$8,567.72	\$372.51	\$1,227.73	\$1,600.24
Single Family 75' +	23	23	1.50	34.50	8.32%	\$8,567.72	\$372.51	\$617.59	\$990.10
Single Family 75' +	1	1	1.50	1.50	0.36%	\$372.51	\$372.51	\$926.38	\$1,298.89
Total Community	<u>361</u>	<u>193</u>		<u>414.90</u>	<u>100.00%</u>	<u>\$103,036.17</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%)

(\$6,182.17)

Net Revenue to be Collected

\$96,854.00

- ⁽¹⁾ Reflects the number of total lots with Series 2018 debt outstanding.
- ⁽²⁾ 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.
- ⁽³⁾ Annual assessment that will appear on November 2025 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:

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.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, 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 the management and administration of the District's day-to-day needs. These services include the conducting of board meetings, workshops, the overall administration of District functions, all required state, and local filings, preparation of the 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 prepare, maintain and certify the assessment roll(s) and annually levy a non-ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent 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. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on the 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.

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:

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.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights 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.

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

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.

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.

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.

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.

EXHIBIT B
Assessment Roll

Assessment roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, Florida Statutes.

Tab 9

RESOLUTION 2025-06

A RESOLUTION OF THE CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING TIME AND DATE FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2025/2026, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Channing Park Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

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

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings.

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

1. The Fiscal Year 2025/2026 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

ATTEST:

**CHANNING PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT “A”
BOARD OF SUPERVISORS MEETING DATES
CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026

January 15, 2026
April 16, 2026
August 20, 2026

The meetings will convene at _____ at the _____ located at _____.

Tab 10

Prepared By and Return To

Lauren Gentry, Esq.
Kilinski Van Wyk PLLC
517 E. College Avenue
Tallahassee, Florida 32301

Parcel ID:

CONSTRUCTION AND ACCESS/MAINTENANCE EASEMENT AGREEMENT

THIS CONSTRUCTION AND ACCESS/MAINTENANCE EASEMENT AGREEMENT (“Agreement”) is made and entered as of this 21st day of August 2025, by and between **CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, whose address is c/o Rizzetta & Company, Inc., 2700 S. Falkenburg Rd., Suite 2745, Riverview, FL 33578 (**“Grantor”**), in favor of **GLH ENTERPRISES, LLLP**, a Florida limited liability partnership, whose address is PO Box 172007, Tampa, FL 33672-2007¹ (**“Grantee”**) (Grantor and Grantee are sometimes together referred to herein as the **“Parties”**, and each separately as a **“Party”**).

WITNESSETH:

WHEREAS, Grantor is the owner in fee simple of that certain parcel of real property located in Hillsborough County, Florida being more particularly described as follows (the **“Property”**):

Tract B-1 of the Plat titled “Channing Park,” recorded at Book 115, Pages 9 et seq., of the Official Records of Hillsborough County, Florida (the **“Plat”**); and

WHEREAS, Grantee intends to install on a portion of the Property certain water utility infrastructure improvements to connect with the existing pump station owned by Hillsborough County on Tract Z of the Plat, as more particularly described at **Exhibit A** (collectively, the **“Improvements”**); and

WHEREAS, Grantor desires to grant to Grantee a non-exclusive easement on, upon, over, under, across, and through the portion of the Property described at **Exhibit A** (the **“Easement Area”**) for the sole purpose of installing the Improvements and accessing same for ongoing maintenance.

NOW, THEREFORE, for and in consideration of the premises and promises herein contained and for other good and valuable consideration, the receipt, adequacy and sufficiency of which are hereby expressly acknowledged by the Parties, the Parties do hereby agree as follows:

1. **RECITALS.** The foregoing recitals are true and correct and are incorporated herein by this reference.

¹ NTD: GLH may pursue a 1031 exchange, so the entity may change.

2. **NON-EXCLUSIVE EASEMENT.** Grantor does hereby grant, bargain, sell and convey to Grantee and its successors and assigns a perpetual, non-exclusive easement on, upon, over, under, across and through the Easement Area for access, ingress, egress and to allow Grantee to complete the installation of the Improvements and access for maintenance purposes if necessary (collectively, the “**Easement**”). Grantor shall retain the right to use and enjoy the Easement Area in any manner not inconsistent with the easement rights created herein, and grant others the right to do so.

3. **TERM OF EASEMENT.** This Easement shall be perpetual in nature and shall run with the land and be binding on the Grantor’s heirs, successors, and assigns. The rights, privileges and Easement granted and conveyed hereunder shall be a burden upon the Easement Area and shall exist for the benefit of and run with title to the Easement Area. The Grantor acknowledges that the Improvements constructed hereunder are anticipated to be conveyed to Hillsborough County for long-term operation and maintenance. Upon any conveyance of the Improvements to Hillsborough County, the Grantee may, by separate instrument, assign this Agreement to Hillsborough County without further consent from the Grantor. Any other assignments may only be made upon written consent by both Parties.

4. **INSURANCE AND INDEMNITY.**

- A. Any contractors performing work for Grantee on the Easement Area shall at all times maintain general liability insurance to afford protection against any and all claims for personal injury, death or property damage arising directly or indirectly out of the exercise of the rights and privileges granted. Said insurance maintained by any contractors performing work for Grantee on the Easement Area shall be issued by solvent, reputable insurance companies authorized to do business in the State of Florida, naming Grantee and Grantor as additional insured, as their interests may appear, in a combined-single limit of not less than \$1,000,000.00 with respect to bodily injury or death and property damage. Said insurance shall also be primary, and not contributory, as to any insurance coverage maintained by Grantor.
- B. To the extent permitted by law (and without waiving any of the protections afforded by Section 768.28, *Florida Statutes*, should Hillsborough County become the Grantee), Grantee hereby agrees to indemnify and hold harmless Grantor from and against any and all liability arising out of Grantee’s construction or maintenance activities within the Easement Area.
- C. Nothing in this Agreement shall be construed as a waiver of the Grantor’s sovereign immunity or limitation of liability under Section 768.28, *Florida Statutes*, or other law.

5. **OBLIGATIONS OF GRANTOR AND GRANTEE.**

- A. Grantee shall be solely responsible for ensuring that the installation and maintenance of the Improvements are conducted in compliance with all applicable laws, rules, and regulations. Grantee shall be responsible for the

maintenance and repair of any such Improvements and agrees to maintain the Improvements in good condition. Grantor shall have no maintenance obligations as to the Improvements.

- B. The Parties acknowledge and agree that any rights granted hereunder shall be exercised by the Parties only in compliance with any and all applicable laws, ordinances, rules, regulations, permits and approvals, and any future modifications or amendments thereto.
- C. The Parties covenant and agree that neither Party shall discharge into or within the Easement Area any hazardous or toxic materials or substances, any pollutants, or any other substances or materials prohibited or regulated under any federal, state or local law, ordinance, rule, regulations or permit, except in accordance with such laws, ordinances, rules, regulations and permits.
- D. Grantee shall not permit (and shall promptly satisfy or bond) any construction, mechanic's lien or encumbrance against the Easement Area in connection with the exercise of rights hereunder.

6. **BENEFICIARIES OF EASEMENT RIGHTS.** The Easement set forth in this Agreement shall be for the sole benefit and use of Grantee, its successors and assigns, and Grantee's agents, employees, consultants, representatives, contractors and providers of emergency services and utility services. No third party shall have any rights under this Easement Agreement.

7. **AMENDMENTS AND WAIVERS.** This Agreement may be terminated or amended, modified, or altered by a further agreement in writing duly executed by the Parties and recorded in the Public Records of Hillsborough County, Florida. No delay or omission of any Party in the exercise of any right accruing upon any default of any Party shall impair such right or be construed to be a waiver thereof, and every such right may be exercised at any time during the continuance of such default. A waiver by any Party of a breach of, or a default in, any of the terms and conditions of this Agreement by any other Party shall not be construed to be a waiver of any subsequent breach of or default in the same or any other provision of this Agreement.

8. **NOTICES.** Any notices which may be permitted or required hereunder shall be in writing and shall be deemed to have been duly given (i) three (3) days after depositing with the United States Postal Service, postage prepaid, (ii) one day after depositing with a nationally recognized overnight courier service, or (iii) on the day of hand delivery (provided such delivery occurs prior to 5:00 pm, E.S.T. or E.D.T., as applicable), to the address listed above or to such other address as either Party may from time to time designate by written notice in accordance with this paragraph.

9. **MISCELLANEOUS.**

- A. This Agreement contains the entire understanding of the Parties with respect to the matters set forth herein and no other agreement, oral or written, not set forth herein, nor any course of dealings of the Parties, shall be deemed to alter or affect the terms and conditions set forth herein.

- B.** If any provision of this Agreement, or portion thereof, or the application thereof to any person or circumstances, shall, to the extent be held invalid, inoperative or unenforceable, the remainder of this Agreement, or the application of such provision or portion thereof to any other persons or circumstances, shall not be affected thereby; it shall not be deemed that any such invalid provision affects the consideration for this Agreement; and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- C.** This Agreement shall be construed in accordance with the laws of the State of Florida. Venue for any proceeding brought hereunder shall be Hillsborough County, Florida.
- D.** In the event of any dispute hereunder or of any action to interpret or enforce this Agreement, any provision hereof or any matter arising herefrom, the predominantly prevailing party shall be entitled to recover its reasonable attorneys' fees, costs and expenses, whether suit be brought or not, and whether in settlement, in any declaratory action, at trial or on appeal.
- E.** The section headings in this Agreement are for convenience only, shall in no way define or limit the scope or content of this Agreement, and shall not be considered in any construction or interpretation of this Agreement or any part hereof. Where the sense of this Agreement requires, any reference to a term in the singular shall be deemed to include the plural of said term, and any reference to a term in the plural shall be deemed to include the singular of said term.
- F.** Nothing in this Agreement shall be construed to make the Parties hereto partners or joint venturers or render either of said Parties liable for the debts or obligations of the other.
- G.** This Agreement may be executed in counterparts, each of which shall constitute an original, but all taken together shall constitute one and the same Agreement.

[Signatures contained on following pages]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of the day and year first written above.

“GRANTOR”

Signed, sealed and delivered
in the presence of:

**CHANNING PARK COMMUNITY
DEVELOPMENT DISTRICT**, a local unit
of special-purpose government established
pursuant to Chapter 190, *Florida Statutes*

Print Name: _____
Address: _____

By: _____
Its: Chair, Board of Supervisors

Date: _____

Print Name: _____
Address: _____

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me ☐ physical presence or ☐ online
notarization this ____ day of _____, 2025, by _____, as Chair of the Board
of Supervisors of Channing Park Community Development District, on behalf of the District.

[notary seal]

(Official Notary Signature)
Name: _____
Personally Known _____
OR Produced Identification _____
Type of Identification _____

[Continue onto next page]

“GRANTEE”

GLH ENTERPRISES, LLLP,
a Florida limited liability partnership

Signed, sealed and delivered
in the presence of:

By: HENDERSON FAMILY OFFICE, INC.,
its General Partner

Print Name: _____
Address: _____

Print Name: _____
Title: _____
Date: _____

Print Name: _____
Address: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me ☐ physical presence or ☐ online
notarization this ____ day of _____, 2025, by _____, as
_____ of Henderson Family Office, Inc., a Florida corporation, as General Partner of
GLH Enterprises, Inc., a Florida limited liability partnership, on behalf of said entities

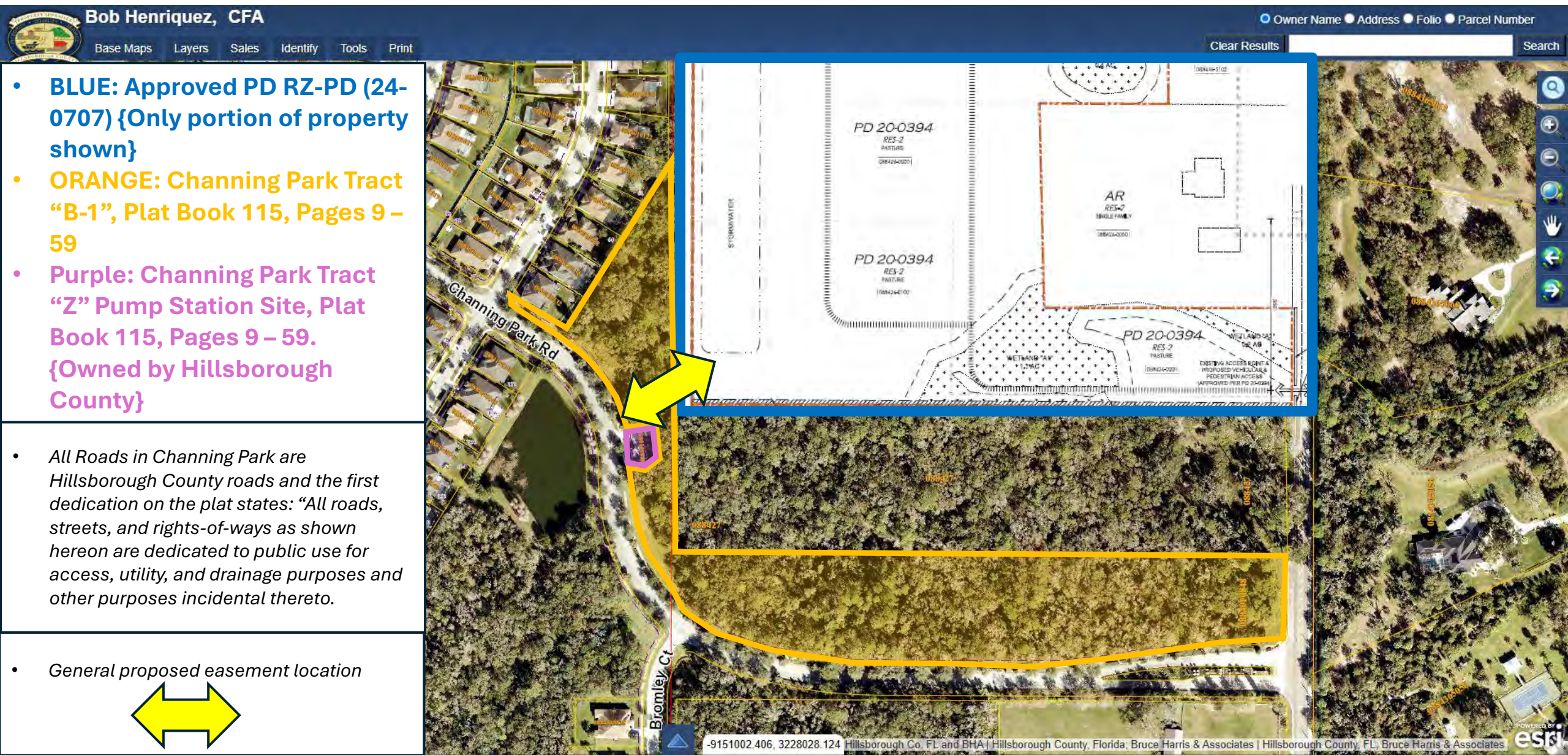
[notary seal]

(Official Notary Signature)
Name: _____
Personally Known _____
OR Produced Identification _____
Type of Identification _____

EXHIBIT A
EASEMENT AREA AND IMPROVEMENTS

DRAFT

For illustrative purposes only. Not a legal document or a licensed survey.



Roads by Maintenance Authority



Private Member

Hillsborough County ArcGIS Online Community (AGOL)


Summary

This dataset consists of line segments depicting roads in Hillsborough County by maintenance authority.


View Full Details

Download


Details

- 


Dataset

Feature Layer
- 


January 31, 2024

Info Updated
- 


January 31, 2024

Data Updated
- 

April 4, 2018

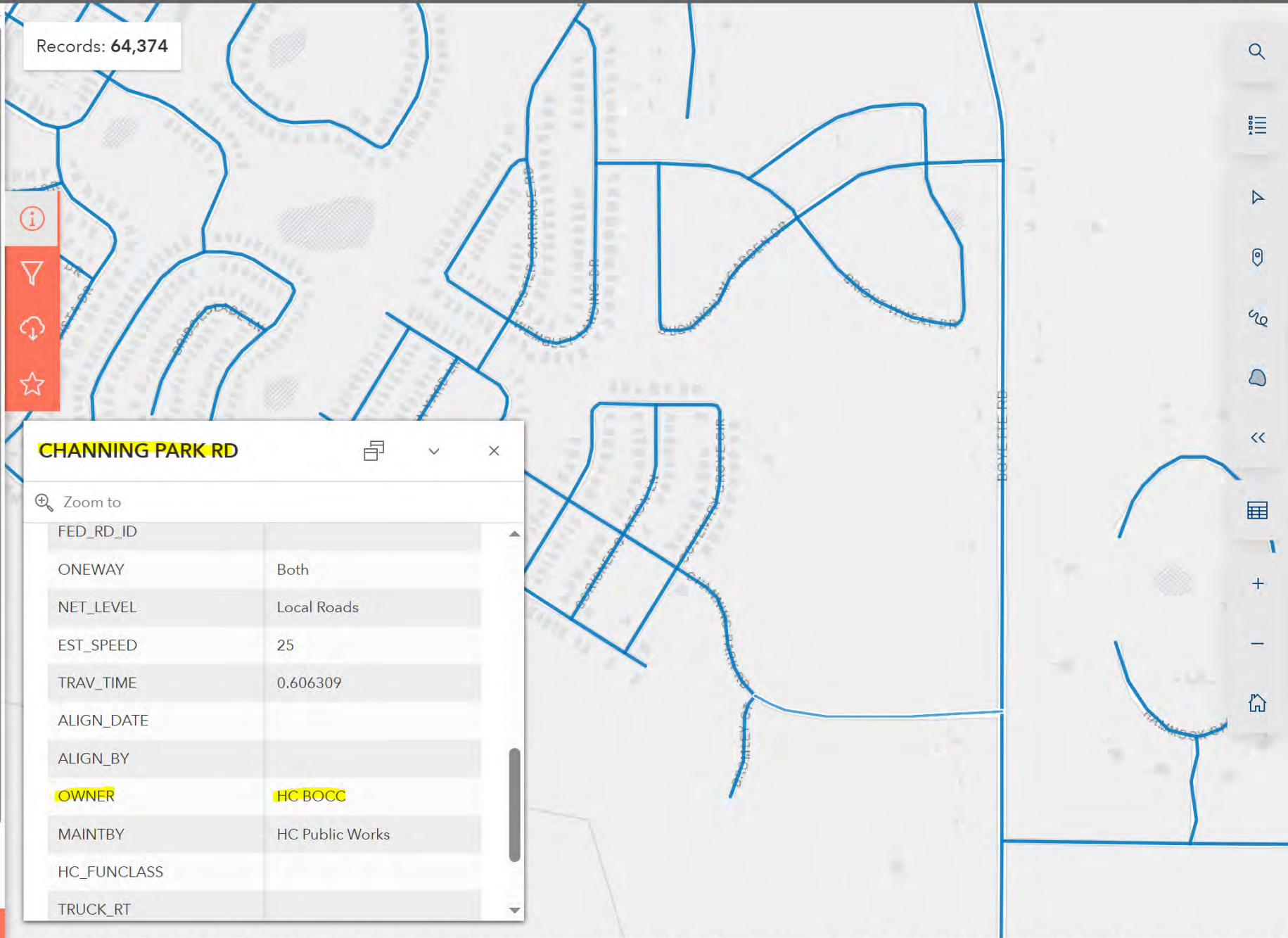
Published Date
- 

Records: 64,374

[View data table](#)
- 

Public

I want to use this



Tab 11

FIRST ADDENDUM TO THE CONTRACT FOR DISTRICT MANAGEMENT SERVICES

This First Addendum to the Contract for District Management Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2025 (the “**Effective Date**”), by and between **Channing Park Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Lee County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for District Management Services dated October 1, 2024 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B - Schedule of Fees** section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend the Schedule of Fees attached.

The amended Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: William J. Rizzetta
 PRINTED NAME: William J. Rizzetta
 TITLE: President
 DATE: Aug 8, 2025

CHANNING PARK COMMUNITY DEVELOPMENT DISTRICT

BY: _____
 PRINTED NAME: _____
 TITLE: Chairman/Vice Chairman
 DATE: _____

ATTEST:

 Vice Chairman/Assistant Secretary
 Board of Supervisors

 Print Name

Exhibit B – Schedule of Fees

Exhibit B
Schedule of Fees

STANDARD ON-GOING SERVICES:

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY	ANNUALLY
Management:	\$1,334.42	\$16,013
Administrative:	\$283.92	\$3,407
Accounting:	\$1,050.50	\$12,606
Financial & Revenue Collections:	\$283.92	\$3,407
Assessment Roll ⁽¹⁾		\$5,678
Total Standard On-Going Services:	\$2,952.75	\$41,111

(1) Assessment Roll is to paid in one lump-sum upon completion.

ADDITIONAL SERVICES:	FREQUENCY	RATE
Extended and Continued Meetings	Hourly	\$ 400
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 400
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 125
Two+ Lots (on tax roll)	Per Occurrence	\$ 150
One Lot (direct billed by the District)	Per Occurrence	\$ 150
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 200
Six-Ten Lots (direct billed by the District)	Per Occurrence	\$ 250
Elevent+ Lots (direct billed by the District)	Per Occurrence	\$ 300
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 150/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests &		
Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 150
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Bond Amortization Schedules	Per Occurrence	\$ 600
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Regional Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

LITIGATION SUPPORT SERVICES:

Litigation Support Services shall be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
President	\$ 500.00
Chief Financial Officer	\$ 450.00
Vice President	\$ 400.00
Controller	\$ 350.00
Regional District Manager	\$ 300.00
Accounting Director	\$ 300.00
Finance Manager	\$ 300.00
Senior District Manager	\$ 275.00
District Manager	\$ 250.00
Amenity Services Manager	\$ 250.00
Business Development Manager	\$ 250.00
Landscape Inspection Services Manager	\$ 250.00
Financial Analyst	\$ 250.00
Senior Accountant	\$ 225.00
Landscape Specialist	\$ 200.00
Administrative Support Manager	\$ 200.00
Senior Financial Associate	\$ 200.00
Senior Administrative Assistant	\$ 200.00
Staff Accountant II	\$ 200.00
District Coordinator	\$ 175.00
Administrative Assistant II	\$ 150.00
District Compliance Associate	\$ 150.00
Staff Accountant	\$ 150.00
Financial Associate	\$ 150.00
Administrative Assistant	\$ 100.00
Accounting Clerk	\$ 100.00
Client Relations Specialist	\$ 100.00






2025-10-01 - Channing Park CDD - First Addendum - Contract for District Management Services

Final Audit Report

2025-08-08

Created:	2025-08-08
By:	Scott Brizendine (sbrizendine@rizzetta.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZrD-v-SwNu_OE7PLAbtiplXbKQb-RSyy

"2025-10-01 - Channing Park CDD - First Addendum - Contract for District Management Services" History

-  Document created by Scott Brizendine (sbrizendine@rizzetta.com)
2025-08-08 - 3:24:08 PM GMT
-  Document emailed to Bill Rizzetta (brizzetta@rizzetta.com) for signature
2025-08-08 - 3:24:12 PM GMT
-  Email viewed by Bill Rizzetta (brizzetta@rizzetta.com)
2025-08-08 - 3:26:29 PM GMT
-  Document e-signed by Bill Rizzetta (brizzetta@rizzetta.com)
Signature Date: 2025-08-08 - 3:34:01 PM GMT - Time Source: server
-  Agreement completed.
2025-08-08 - 3:34:01 PM GMT