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**MINUTES OF MEETING**

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

**CHANNING PARK  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Channing Park Community Development District was held on **Tuesday, November 10, 2015 at 2:30 p.m.** at the Channing Park Recreation Center located at 17358 Chelsea Downs Circle, Lithia, Florida 33547.

Present and constituting a quorum were:

Candice Smith	<b>Board Supervisor, Vice Chairman</b>
Jim Hyde	<b>Board Supervisor, Assistant Secretary</b>
Rebecca Mitchell	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Sandy Oram	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jere Earlywine	<b>District Counsel, Hopping, Green &amp; Sams, P.A.</b>
Trent Stephenson	<b>District Engineer, Waldrop Engineering</b>

*(via conference call)*

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Oram called the meeting to order.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors Meeting held on  
October 13, 2015**

Ms. Oram presented the minutes of the Board of Supervisors meeting held on October 13, 2015. There were no changes to the meeting minutes.

On a Motion by Ms. Mitchell, seconded by Mr. Hyde, with all in favor the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on October 13, 2015 as presented for Channing Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for September 2015**

Ms. Oram presented the operations and maintenance expenditures for September 2015.

On a Motion by Ms. Smith, seconded by Ms. Mitchell, with all in favor the Board of Supervisors approved the Operation and Maintenance Expenditures for September 2015 (\$17,651.65) as presented for Channing Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Presentation of Unaudited Financial Summary and Statement for September 2015**

Ms. Oram presented and reviewed the Unaudited Financial Summary and Statement for September 2015. Discussion ensued regarding a reserve study.

On a Motion by Ms. Mitchell, seconded by Mr. Hyde, with all in favor the Board of Supervisors authorized the District Engineer to prepare a Reserve Study (not-to-exceed \$2,500.00) for Channing Park Community Development District.

**SIXTH ORDER OF BUSINESS**

**Update Regarding Encroachment Issue**

Ms. Smith stated that the Mr. Stephenson is looking into options and obtaining proposals for the Board's review at their next meeting.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Recommendation of Audit Committee Regarding Audit Proposal Instructions and Evaluation Criteria**

Ms. Oram stated that the audit committee met prior to the Board of Supervisors' meeting and made their recommendations to the Board.

On a Motion by Ms. Mitchell, seconded by Mr. Hyde, with all in favor the Board of Supervisors approved the Audit Committee's Recommendation for the Audit Proposal Instructions and the Evaluation Criteria, and further authorized District Staff to advertise a solicitation for audit

services, for Channing Park Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

- A. **District Counsel**  
No report.
- B. **District Engineer**  
No report.
- C. **District Manager**  
Ms. Oram announced that the next scheduled regular meeting was December 8, 2015 at 2:00 p.m.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Oram stated that if there was no further business to come before the Board then a motion to adjourn would be on order.

On a Motion by Ms. Mitchell, seconded by Mr. Hyde, with all in favor, the Board adjourned the meeting at 3:06 p.m. for Channing Park Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman