

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 **Tuesday, August 29, 2017 at 2:01 p.m.** at the Channing Park Recreation Center, located at 17358 Chelsea Downs Circle, Lithia, Florida 33547.

Present was:

Michael Basso	Board Supervisor, Vice Chairman
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Also present were:

Christine Perkins	District Manager, Rizzetta & Company, Inc.
Trent Stephenson	District Engineer, Waldrop Engineering <i>(via phone)</i>
Jere Earlywine	DC, Hopping Green & Sams <i>(via phone)</i>
Robin Giove	Resident
Steven Kelly	Resident

FIRST ORDER OF BUSINESS

Call to Order

Ms. Perkins called the meeting to order and read the roll call. Ms. Perkins communicated that the district was in receipt of a resignation letters from current Board Chairman Craig Hotop, along with Assistant Secretary Rebecca Mitchell, who were both not in attendance. Therefore, with two other seats vacant on the Board at present, Vice Chairman Michael Basso became the sole member of the Board. Ms. Perkins inquired to Mr. Basso if he desired to appoint a member to the Board at this time.

Mr. Basso appointed Robin Giove to the Board. Ms. Perkins, a Notary of the State of Florida, administered the Oath of Office to Ms. Giove. Ms. Giove affirmed her oath and accepted compensation.

Ms. Giove appointed Steven Kelly to the Board. Ms. Perkins a Notary of the State of Florida, administered the Oath of Office to Mr. Kelly. Mr. Kelly affirmed her oath and accepted compensation.

Mr. Earlywine then discussed the Sunshine Laws, public records laws, and the ethics laws with the Board. Mr. Earlywine also provided an overview of the Districts history.

SECOND ORDER OF BUSINESS

Audience Comments

There were no Audience comments.

THIRD ORDER OF BUSINESS

Consideration of Rebecca Mitchell's Resignation

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors accepted Rebecca Mitchell's resignation from the Board of Supervisors for the Channing Park Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Craig Hotop's Resignation

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors accepted Craig Hotop's resignation from the Board of Supervisors for the Channing Park Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-10,
Re-Designating Officers of the District**

The Board determined that Michael Basso would be appointed Chairman, Steven Kelly as Vice Chairman, and Robin Giove as Assistant Secretary.

On a Motion by Ms. Giove, seconded by Mr. Basso, with all in favor, the Board of Supervisors approved Resolution 2017-10, Re-Designating Officers for the Channing Park Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board of
Supervisors' Regular Meeting Held on May 9, 2017**

It was noted that Mr. Kelly & Ms. Giove were not present at the Board at the meeting held on May 9, 2017, and therefore are approving the minutes just as an official record for the district.

On a Motion by Mr. Kelly, seconded by Mr. Basso, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' for the Regular Meeting held on May 9, 2017 as an official record for the Channing Park Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Operation & Maintenance
Expenditures for April 2017 through July 2017**

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for April 2017 (\$3,875.00), May 2017 (\$8,137.50), June 2017 (\$3,875.00), and July 2017 (\$7,815.75) as presented for the Channing Park Community Development District.

EIGHTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2017/2018 Budget

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors opened the Public Hearing on the Fiscal Year 2017/2018 Budget for the Channing Park Community Development District.

NINTH ORDER OF BUSINESS

Presentation of Fiscal Year 2017/2018 Budget

Ms. Perkins presented the fiscal year 2017-2018 budget for the Board's review and discussion. Discussion ensued regarding the stormwater management system, issues found along homeowners' fences, as well as recent flooding experienced in the district. Mr. Kelly requested a copy of the as-builts from Mr. Stephenson so he could review the placement of the drains. Mr. Basso also communicated concern regarding the construction socks blocking drains, flooding alongside fencing that has been running off into his backyard, and inquired further about the design of the stormwater drainage system.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-11,
Adopting Fiscal Year 2017/2018 Budget**

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors adopted Resolution 2017-11, Adopting Fiscal Year 2017/2018 for the Channing Park Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-12,
Imposing Special Assessments & Certifying
an Assessment Roll**

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors adopted Resolution 2017-12, Imposing Special Assessments & Certifying an Assessment Roll for the Channing Park Community Development District.

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors closed the Public Hearing on the Fiscal Year 2017/2018 Budget for the Channing Park Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-13,
Investment Guidelines Policy**

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors adopted Resolution 2017-13, Investment Guidelines Policy for the Channing Park Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-14,
Adopting Meeting Schedule for Fiscal Year
2017-2018**

Discussion ensued moving the meeting times to later in the afternoon at 4:00 PM, as well as meeting quarterly in lieu of monthly.

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors adopted Resolution 2017-14, Adopting Meeting Schedule for Fiscal Year 2017-2018, for the Channing Park Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-15,
Designating Primary Administrative Office
& Principal Headquarters of the District**

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors adopted Resolution 2017-15, Designating Primary Administrative Office & Principal Headquarters, for the Channing Park Community Development District.

FIFTEENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2015/2016 Audit Report

On a Motion by Mr. Basso, seconded by Mr. Kelly, with all in favor, the Board of Supervisors accepted the Fiscal Year 2015/2016 Audit Report for the Channing Park Community Development District.

SIXTEENTH ORDER OF BUSINESS

Consideration of Fiscal Year 2017-2018 EGIS Insurance Proposal

A discussion ensued about flood insurance for the community.

On a Motion by Mr. Basso, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the Fiscal Year 2017-2018 EGIS Insurance Proposal for the Channing Park Community Development District.

SEVENTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Earlywine was present via phone and spoke about bond refinancing, the engagement letter provided by MBS Capital Markets, and their termination provision.

Mr. Basso requested that the Mr. Cox's PowerPoint presentation be circulated to the Board.

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors approved the MBS Capital Markets Underwriter Engagement Letter, Subject term-as-will for no liability at cost for the Channing Park Community Development District.

B. District Engineer

Mr. Stephenson was present via phone but had no report.

C. District Manager

Ms. Perkins noted that the next regularly scheduled Board of Supervisors meeting would have been held on September 12th, 2017 but recommended that the next Board meeting be cancelled and to proceed to the next regular meeting on Tuesday October 10th, 2017 at 4:00 p.m.

EIGHTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Giove would like to follow up on the proposals Mr. Stephenson is going to provide for the storm-water system.

Mr. Kelly stated he would like to go out with Mr. Stephenson to oversee the issue of the storm-water drainage system.

Mr. Basso stated he would like to establish a reserve fund and add this item to the October meeting. Also, he would like to add the reserve study to the community website.

NINETEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Basso, seconded by Ms. Giove, with all in favor, the Board of Supervisors adjourned the meeting at 3:40 p.m. for Channing Park Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman