

**CHAMPION'S RESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEEETING AND PUBLIC HEARING  
AUGUST 23, 2016**

# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT AGENDA

TUESDAY, AUGUST 23, 2016

10:00 A.M.

The Lakeland Public Library Larry R. Jackson Branch  
Located at 1700 N. Florida Ave., Lakeland, FL 33805

<b>District Board of Supervisors</b>	Chairman	Jeb Bittner
	Vice Chairman	Eric Davidson
	Supervisor	Brian Howell
	Supervisor	James Paleveda
	Supervisor	Vacant
<b>District Manager</b>	Meritus	Brian Lamb
		Brian Howell
<b>District Attorney</b>	Straley & Robin	John Vericker
<b>District Engineer</b>	Cabre Engineering	Armando Cabre

*All cellular phones and pagers must be turned off while in the meeting room*

## **The District Agenda is comprised of four different sections:**

The meeting will begin at **10:00 a.m.** with the seventh section called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The ninth section is called **Administrative Matters**. The Administrative Matters section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. 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.

Any 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 the appeal is to be based.

Board of Supervisors  
**Champion's Reserve Community Development District**

Dear Board Members:

The Regular Meeting and Public Hearing of Champion's Reserve Community Development District will be held on **August 23, 2016 at 10:00 a.m.** at The Lakeland Public Library Larry R. Jackson Branch located at 1700 N. Florida Avenue, Lakeland, FL 33805. Following is the Agenda for the Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017 BUDGET**
  - A. Open Public Hearing on Proposed Fiscal Year 2017 Budget
  - B. Staff Presentations
  - C. Public Comment
  - D. Close Public Hearing on Proposed Fiscal Year 2017 Budget
  - E. Consideration of Resolution 2016-35; Adopting Fiscal Year 2017 Budget ..... Tab 01
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2016-36; Assessment Resolution ..... Tab 02
  - B. Consideration of Resolution 2016-37; Designation of Treasurer ..... Tab 03
  - C. Consideration of Resolution 2016-38; Setting FY 2017 Meeting Schedule ..... Tab 04
  - D. General Matters of the District
- 5. CONSENT AGENDA**
  - A. Consideration of Board of Supervisors Meeting Minutes May 24, 2016 ..... Tab 05
- 6. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 8. 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) 397-5120.

## **RESOLUTION 2016-35**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2016, submitted to the Board of Supervisors (the "Board") a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Champion's Reserve Community Development 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 annual budget (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 August 23, 2016 as the date for 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 1, of each year, the District 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 CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT:**

#### **Section 1. Budget**

- a. That the Board of Supervisors has reviewed the District Manager's Proposed Budget, a copy of which is on file with the office of the District Manager and at

the District's Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. That 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, 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 for fiscal year 2015/2016 and/or revised projections for fiscal year 2016/2017.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as the Budget for the Champion's Reserve Community Development District for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017, as adopted by the Board of Supervisors on August 23, 2016.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the Champion's Reserve Community Development District, for the fiscal year beginning October 1, 2016, and ending September 30, 2017, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors 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	\$_____
TOTAL DEBT SERVICE FUNDS	\$_____
TOTAL ALL FUNDS	\$_____*

**\*Not inclusive of any collection costs.**

## **Section 3. Supplemental Appropriations**

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. The Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.

- b. The Board may authorize an appropriation from the unappropriated balance of any fund.
- c. The Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Other transfers may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 23rd day of August, 2016.

**ATTEST:**

**CHAMPION'S RESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
John E. Bittner, Jr.  
Chair of the Board of Supervisors

**Exhibit A: 2016/2017 Budget**

2017



# CHAMPION'S RESERVE

## COMMUNITY DEVELOPMENT DISTRICT

### FISCAL YEAR 2017

#### PROPOSED ANNUAL OPERATING BUDGET

MAY 24, 2016



# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

## FISCAL YEAR 2017 PROPOSED ANNUAL OPERATING BUDGET

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MAY 24, 2016



# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

## BUDGET INTRODUCTION

### **Background Information**

The Champion's Reserve Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a "solution" to the State's needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida's effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2017, which begins on October 1, 2016. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<b><u>Fund Number</u></b>	<b><u>Fund Name</u></b>	<b><u>Services Provided</u></b>
001	General Fund	Operations and Maintenance of Community Facilities Financed by Non-Ad Valorem Assessments
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2016 Capital Improvement Revenue Bonds

### **Facilities of the District**

The District's existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

### **Maintenance of the Facilities**

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

# CHAMPION'S RESERVE

## COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2016 Operating Budget	Fiscal Year 2017 Proposed Operating Budget	Increase / (Decrease) from FY 2016 to FY 2017
<b>REVENUES</b>			
<b>SPECIAL ASSESSMENTS</b>			
Operations & Maintenance Assmts	48,876.36	50,200.00	1,323.64
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>\$48,876.36</b>	<b>\$50,200.00</b>	<b>\$1,323.64</b>
<b>TOTAL REVENUES</b>	<b>\$48,876.36</b>	<b>\$50,200.00</b>	<b>\$1,323.64</b>
<b>EXPENDITURES</b>			
<b>FINANCIAL &amp; ADMINISTRATIVE</b>			
District Manager	27,500.00	27,500.00	0.00
District Engineer	1,200.00	1,200.00	0.00
Disclosure Report	2,000.00	2,000.00	0.00
Trustees Fees	6,000.00	6,500.00	500.00
Auditing Services	5,376.36	5,500.00	123.64
Postage, Phone, Faxes, Copies	0.00	0.00	0.00
Public Officials Insurance	1,800.00	1,800.00	0.00
Legal Advertising	750.00	750.00	0.00
Bank Fees	75.00	75.00	0.00
Dues, Licenses & Fees	175.00	175.00	0.00
Office Supplies	0.00	0.00	0.00
Website Administration	500.00	500.00	0.00
<b>TOTAL FINANCIAL &amp; ADMINISTRATIVE</b>	<b>\$45,376.36</b>	<b>\$46,000.00</b>	<b>\$623.64</b>
<b>LEGAL COUNSEL</b>			
District Counsel	3,500.00	4,200.00	700.00
<b>TOTAL LEGAL COUNSEL</b>	<b>\$3,500.00</b>	<b>\$4,200.00</b>	<b>\$700.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$48,876.36</b>	<b>\$50,200.00</b>	<b>\$1,323.64</b>
<b>EXCESS OF REVENUES OVER/(UNDER) EXPENDITURE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**FISCAL YEAR 2017**  
PROPOSED ANNUAL OPERATING BUDGET

# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

## GENERAL FUND 001

### **Financial & Administrative**

#### **District Manager**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

#### **District Engineer**

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

#### **Disclosure Reporting**

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

#### **Trustees Fees**

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

#### **Auditing Services**

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

#### **Postage, Phone, Fax, Copies**

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

#### **Miscellaneous Administration**

This is required of the District to store its official records.

#### **Public Officials Insurance**

The District carries Public Officials Liability in the amount of \$1,000,000.

#### **Legal Advertising**

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

#### **Bank Fees**

The District operates a checking account for expenditures and receipts.

#### **Dues, Licenses & Fees**

The District is required to file with the County and State each year.

# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

## GENERAL FUND 001

### **Miscellaneous Fees**

To provide for unbudgeted administrative expenses.

### **Investment Reporting Fees**

This is to provide an investment report to the District on a quarterly basis.

### **Office Supplies**

Cost of daily supplies required by the District to facilitate operations.

### **Technology Services**

This is to upgrade and keep current the operating components to comply with new governmental accounting standards along with basic website maintenance.

### **Website Administration**

This is for maintenance and administration of the Districts official website.

### **Capital Outlay**

This is to purchase new equipment as required.

## **Legal Counsel**

### **District Counsel**

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

## DEBT SERVICE FUND

### REVENUES

CDD Debt Service Assessments	\$	122,298
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>122,298</b>

### EXPENDITURES

Series 2016 May Bond Interest Payment	\$	66,506
Series 2016 November Bond Principal Payment	\$	-
Series 2016 November Bond Interest Payment	\$	55,791
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>122,298</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>-</b>

### ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2016	\$	2,775,000
Principal Payment Applied Toward Series 2016 Bonds	\$	-
<b>Bonds Outstanding - Period Ending 11/1/2017</b>	<b>\$</b>	<b>2,775,000</b>

# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

## SCHEDULE OF ANNUAL ASSESSMENTS

Single Family Unit				
	Unit Count	O&M Per Unit	Debt Service Per Unit	TOTAL ANNUAL FEES
	<b>221</b>	<b>\$243.97</b>	<b>\$881.03</b>	<b>\$1,125.00</b>
<b>DUE IF PAID BY:</b>	<b>November 30</b>	<b>December 31</b>	<b>January 31</b>	<b>February 29</b>
	\$1,080.00	\$1,091.25	\$1,102.50	\$1,113.75

\*\* All payments received subsequent to February 29 are due in full.

**FISCAL YEAR 2017**  
PROPOSED ANNUAL OPERATING BUDGET

## **RESOLUTION 2016-36**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Champion's Reserve Community Development District (the "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 Polk County, Florida (the "County"); and

**WHEREAS**, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors (the "Board") of the District hereby determines to undertake various operations and maintenance activities described in the District's budget for fiscal year 2016/2017 ("Operations and Maintenance Budget"), attached hereto as **Exhibit "A"** and incorporated as a material part of this Resolution by this reference; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District's Operation and Maintenance 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**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector ("Uniform Method"); and

**WHEREAS**, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

**WHEREAS**, the District has approved an agreement with the County Property Appraiser and County Tax Collector to provide for the collection of special assessments under the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operation and Maintenance Budget; and

**WHEREAS**, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Operations and Maintenance Budget; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Champion's Reserve Community Development District (the "Assessment Roll") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit "B"** to the County Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit "B"** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the County 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 CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT.** The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits "A" and "B"**.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapter 190 of the Florida Statutes, and using 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 benefited lands within the District 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.

**SECTION 3. COLLECTION AND DUE DATE.**

**A. Uniform Method Assessments.** The collection of the previously levied debt service assessments and operation and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

**B. Direct Bill Assessments.** The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a



portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2016; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2016, 25% due no later than February 1, 2017 and 25% due no later than May 1, 2017. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2016/2017, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

**C. Future Collection Methods.** 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. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the County Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the Polk County property roll by the County Property Appraiser after the date of this Resolution, and shall amend the Districts Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll 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 of Supervisors of the Champion's Reserve Community Development District.

**PASSED AND ADOPTED** this 23rd day of August, 2016.

**ATTEST:**

**CHAMPION'S RESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
John E. Bittner, Jr.  
Chair of the Board of Supervisors

**Exhibit "A" – Fiscal Year 2016/2017 Budget**  
**Exhibit "B" – Assessment Roll**

**RESOLUTION 2016-37**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT  
DESIGNATING A TREASURER**

**WHEREAS**, Champion's Reserve Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

**WHEREAS**, the Board of Supervisors of the District desires to appoint a Treasurer;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF  
CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.**      Erin TenBroek is appointed Treasurer.

**Section 2.**      All prior designations which are inconsistent with the designation herein are forthwith rescinded.

**Section 3.**      This Resolution shall become effective on August 23, 2016.

**PASSED AND ADOPTED THIS 23<sup>RD</sup> DAY OF AUGUST, 2016.**

**ATTEST:**

**CHAMPION'S RESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
**CHAIRMAN**

**RESOLUTION 2016-38**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Champion's Reserve Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

**WHEREAS**, the District's Board of Supervisors (hereinafter the "Board"), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; 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 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 CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2017 attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.

**Section 2.** The District Manager is hereby directed to submit a copy of the Fiscal Year 2017 annual public meeting schedule to Polk County and the Department of Economic Opportunity.

**Section 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 23<sup>RD</sup> DAY OF AUGUST, 2016.**

**ATTEST:**

**CHAMPION'S RESERVE  
COMMUNITY DEVELOPMENT  
DISTRICT**

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**SECRETARY/ASSISTANT SECRETARY**

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**CHAIRMAN**

**EXHIBIT A**

**BOARD OF SUPERVISORS MEETING DATES  
CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2017**

<b>May</b>	<b>23, 2017</b>	<b>10:00 a.m.</b>
<b>August</b>	<b>22, 2017</b>	<b>10:00 a.m.</b>

**All meetings will convene at the Lakeland Public Library Larry R. Jackson Branch located at  
1700 N. Florida Avenue, Lakeland, FL 33805**

# CHAMPION'S RESERVE COMMUNITY DEVELOPMENT DISTRICT

May 24, 2016 Minutes of Regular Meeting

## Minutes of Regular Meeting and Public Hearings

The Regular Meeting of the Champion's Reserve Community Development District was held on **Tuesday, May 24, 2016 at 10:00 a.m.** at The Lakeland Public Library Larry R. Jackson Branch, located at 1700 N. Florida Avenue Lakeland, FL 33805.

Supervisors Present and Constituting a Quorum at the onset of the meeting:

Jeb Bittner	Chairman ( <i>via speakerphone as of 10:08 a.m.</i> )
Eric Davidson	Vice Chairman
Brian Howell	Supervisor
James Paleveda	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
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Vivek Babbar	District Counsel ( <i>via speakerphone</i> )
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### 1. CALL TO ORDER/ROLL CALL

Mr. Howell called the Regular Meeting and Public Hearings of the Board of Supervisors of the Champion's Reserve Community Development District to order on **Tuesday, May 24, 2016 at 10:06 a.m.**

### 2. PUBLIC COMMENT ON AGENDA ITEMS

There were no members of the general public in attendance.

### 3. BUSINESS ITEMS

#### A. Consideration of Resolution 2016-33; Approving Proposed Fiscal Year 2017 Budget & Setting Public Hearing

Mr. Howell went over this Resolution with the Board and set the public hearing for August 23, 2016.

MOTION TO:	Approve Resolution 2016-33 subject to Chairman's review.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Paleveda
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

Supervisor Bittner and Mr. Paleveda reviewed numbers of the budget once Mr. Bittner joined the meeting.

**B. Consideration of Resolution 2016-34; Supplemental Assessment Resolution**

Mr. Howell and Mr. Babbar went over this Resolution with the Board.

MOTION TO:	Approve Resolution 2016-34 subject to Chairman's review.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Paleveda
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

**C. Annual Disclosure of Qualified Electors**

Mr. Howell announced there were zero qualified electors in Champion's Reserve as of April 15, 2016.

**D. Matters Relating to Financing**

**E. General Matters of the District**

**4. CONSENT AGENDA**

**A. Consideration of Board of Supervisors Meeting Minutes March 22, 2016**

MOTION TO:	Approve March 22, 2016 meeting minutes.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Paleveda
DISCUSSION:	None Further
RESULT:	4/0 Called to Vote: motion PASSED

**5. STAFF REPORTS**

**A. District Counsel**

**B. District Manager**

**C. District Engineer**

**6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

**7. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Paleveda
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None Further
RESULT:	4/0 Called to Vote: motion PASSED

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in a summary format.*

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

**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Chair**

☐ **Vice Chair**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

**Title:**

☐ **Secretary**

☐ **Assistant Secretary**

*Recorded by Records Administrator*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



Official District Seal