



Rizzetta & Company

Chapel Creek Community Development District

**Board of Supervisors' Meeting
October 2, 2018**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1615**

www.chapelcreekcdd.org

CHAPEL CREEK COMMUNITY DEVELOPMENT DISTRICT

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

Board of Supervisors	Chip Jones Bob Bishop David Jae Brian Walsh John Blakley	Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
District Manager	Matthey Huber	Rizzetta & Company, Inc.
District Counsel	Roy Van Wyk	Hopping, Green & Sams, P.A.
District Engineer	Tonja Stewart	Stantec Consulting Services, Inc.

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) 994-1001. 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.

CHAPEL CREEK COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD• SUITE 100 • WESLEY CHAPEL, FL 33544,
www.chapelcreekcdd.org

September 25, 2018

Board of Supervisors
**Chapel Creek
Community
Development District**

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors' of the Chapel Creek Community Development District will be held on **Tuesday, October 2, 2018 at 11:00 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following is the final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on August 7, 2018.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditure for July 2018 and August 2018Tab 2
- 4. BUSINESS ITEMS**
 - A. Ratification of letter of termination for Yellowstone Landscape.....Tab 3
 - B. Consideration of Landscape Services Proposal.....Tab 4
 - C. Addendum of Contract for Professional District Services.....Tab 5
 - D. Ratification of Insurance Proposal..... Tab 6
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 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) 994-1001.

Sincerely,

Matthew Huber
District Manager

cc: Roy Van Wyk, Hopping Green & Sams, PA
Tonja Stewart, Stantec Consulting

Tab 1

MINUTES OF MEETING

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

**CHAPEL CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Chapel Creek Community Development District was held on **Tuesday, August 7, 2018, at 11:00 a.m.** at the offices of Rizzetta and Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.

Present and constituting a quorum:

Chip Jones	Board Supervisor, Chairman
Bob Bishop	Board Supervisor, Vice Chairman
David Jae	Board Supervisor, Assistant Secretary
John Blakley	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	Regional District Manager, Rizzetta & Company, Inc.
Jason Walters	District Counsel, Hopping, Green & Sam <i>(via conference call)</i>
Joe Roethke	Regional District Manager, Rizzetta & Company, Inc.
Agnes Jankiewicz	Representative, Rizzetta & Company, Inc.
Adam Lerner	
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments on agenda items.

47 **THIRD ORDER OF BUSINESS** **Consideration of Minutes from the**
48 **Board of Supervisors' Meeting held**
49 **on June 5, 2018**
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51 Mr. Huber presented the June 5, 2018 Meeting Minutes to the Board of
52 Supervisors.
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On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors Meeting held on June 5, 2018 as presented, for Chapel Creek Community Development District.

54 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
55 **Maintenance Expenditures for May**
56 **and June 2018**
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59 Mr. Huber presented the May and June 2018 Operation and Maintenance
60 Expenditures to the Board of Supervisors.
61

On a Motion by Mr. Bishop, seconded by Mr. Jae, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for May 2018 (\$15,581.92) and June 2018 (18,395.29) as presented, for Chapel Creek Community Development District.

62 **FIFTH ORDER OF BUSINESS** **Consideration of Public Hearing on**
63 **Fiscal Year 2018/2019 Budget**
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66 Mr. Huber asked the Board for a Motion to Open the Public Hearing on the Fiscal
67 Year 2018/2019 Budget.
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On a Motion by Mr. Jae, seconded by Mr. Jones, with all in favor, the Board of Supervisors Opened the Public Hearing on the Fiscal Year 2018/2019 Budget, for Chapel Creek Community Development District.

69 Mr. Huber presented the Fiscal Year 2018/2019 Budget to the Board of
70 Supervisors.
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On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors Closed the Public Hearing on the Fiscal Year 2018/2019 Budget, for Chapel Creek Community Development District.

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78 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2018-03,**
79 **Adopting Fiscal Year 2018/2019**
80 **Budget**
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On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors Approved Resolution 2018-03, Adopting Fiscal Year 2018/2019 Budget, for Chapel Creek Community Development District.

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83 **SEVENTH ORDER OF BUSINESS** **Consideration of Public Hearing on**
84 **2018/2019 Special Assessments**
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86 Mr. Huber asked the Board for a Motion to Open the Public Hearing on the Fiscal
87 Year 2018/2019 Special Assessments.
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On a Motion by Mr. Bishop, seconded by Mr. Jae, with all in favor, the Board of Supervisors Opened the Public Hearing on the Fiscal Year 2018/2019 Special Assessments, for Chapel Creek Community Development District.

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90 Mr. Huber presented the Fiscal Year 2018/2019 Special Assessments to the Board
91 of Supervisors.
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On a Motion by Mr. Jae, seconded by Mr. Jones, with all in favor, the Board of Supervisors Closed the Public Hearing on the Fiscal Year 2018/2019 Special Assessments, for Chapel Creek Community Development District.

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94 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2018-04,**
95 **Levying Assessments and Certifying**
96 **Assessment Roll**
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On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors Approved Resolution 2018-04, Levying Assessments and Certifying Assessment Roll, for Chapel Creek Community Development District.

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99 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2018-05,**
100 **Setting the Meeting Schedule for**
101 **Fiscal Year 2018/2019**
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103 Mr. Huber presented Resolution 2018-05, Setting the Meeting Schedule for Fiscal
104 Year 2018/2019 to the Board of Supervisors.
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On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors Approved Resolution 2018-05, Setting the Meeting Schedule for Fiscal Year 2018/2019, for Chapel Creek Community Development District.

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TENTH ORDER OF BUSINESS

**Ratifying Capital Improvement
Bonds, Series 2006A&B Requisition
For Payment**

Mr. Huber presented the Capital Improvement Bonds, Series 2006A&B Requisition for Payment to the Board of Supervisors.

On a Motion by Mr. Bishop, seconded by Mr. Jae, with all in favor, the Board of Supervisors Ratified Capital Improvement Bonds, Series 2006A&B Requisition for Payment, for Chapel Creek Community Development District.

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ELEVENTH ORDER OF BUSINESS

**Consideration of Forbearance
Agreement**

Mr. Huber presented the Forbearance Agreement to the Board of Supervisors.

On a Motion by Mr. Jae, seconded by Mr. Jones, with all in favor, the Board of Supervisors Approved the Forbearance Agreement as amended, subject to transaction between the District and Highland Homes, for Chapel Creek Community Development District.

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TWELFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No Report.

- B. District Engineer
Not Present and No Report.

- C. District Manager

Mr. Huber reminded the Board of the next meeting scheduled for September 4, 2018, at 11:00 a.m.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors adjourned the meeting at 11:12 a.m. for Chapel Creek Community Development District.

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140 Assistant Secretary

Chairman/Vice Chairman