



Rizzetta & Company

# Chapel Creek Community Development District

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**Board of Supervisors' Meeting  
November 8, 2018**

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

[www.chapelcreekcdd.org](http://www.chapelcreekcdd.org)

**CHAPEL CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Chip Jones Bob Bishop David Jae Brian Walsh John Blakley	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Matthey Huber	Rizzetta & Company, Inc.
<b>District Counsel</b>	Roy Van Wyk	Hopping, Green & Sams, P.A.
<b>District Engineer</b>	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](http://www.chapelcreekcdd.org)

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October 29, 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, November 6, 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 October 2, 2018.....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for the Month of September 2018.....Tab 2
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2019-01, Canvass & Certifying Election Results ..... Tab 3
  - B. Consideration of Resolution 2019-02, Designating Officers.... Tab 4
  - C. Consideration of Resignation of David Jae ..... Tab 5
  - D. Ratification of Revised Landscape Maintenance Map ..... 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: Tracy Robin, Straley & Robin  
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, October 2, 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	<b>Board Supervisor, Chairman</b>
Bob Bishop	<b>Board Supervisor, Vice Chairman</b>
David Jae	<b>Board Supervisor, Assistant Secretary</b>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>
Brian Walsh	<b>Board Supervisor, Assistant Secretary (via conference call)</b>

Also present were:

Matthew Huber	<b>Regional District Manager, Rizzetta &amp; Company, Inc.</b>
Jason Walters	<b>District Counsel, Hopping, Green &amp; Sam</b>

**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 August 7, 2018**  
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51 Mr. Huber presented the August 7, 2018 Meeting Minutes to the Board of  
52 Supervisors.  
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On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors Meeting held on August 7, 2018 as presented, for Chapel Creek Community Development District.

54 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**  
55 **Maintenance Expenditures for July**  
56 **and August 2018**  
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59 Mr. Huber presented the July and August 2018 Operation and Maintenance  
60 Expenditures to the Board of Supervisors.  
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On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for July 2018 (\$14,484.62) and August 2018 (\$11,650.30) as presented, for Chapel Creek Community Development District.

62 **FIFTH ORDER OF BUSINESS** **Ratification of letter of termination for**  
63 **Yellowstone Landscape**  
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66 Mr. Huber presented the letter of termination for Yellowstone Landscape to the  
67 Board of Supervisors.  
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On a Motion by Mr. Jones, seconded by Mr. Jae, with all in favor, the Board of Supervisors Ratified the letter of termination for Yellowstone Landscape, for Chapel Creek Community Development District.

69 **SIXTH ORDER OF BUSINESS** **Consideration of Landscape Service**  
70 **Proposals**  
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On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors Approved K. Johnson's Lawn & Landscaping Inc. for the Landscape Services, for Chapel Creek Community Development District.

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# Tab 4



**RESOLUTION 2019-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CHAPEL CREEK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Chapel Creek 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 Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CHAPEL CREEK COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. \_\_\_\_\_ is appointed Chairman.

Section 2. \_\_\_\_\_ is appointed Vice Chairman.

Section 3. \_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.  
\_\_\_\_\_ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.**

**CHAPEL CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**CHAIRMAN/VICE CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**SECRETARY/ASST. SECRETARY**