



Rizzetta & Company

# Chapel Creek Community Development District

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**Board of Supervisors' Meeting  
April 2, 2019**

**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 Milton Andrade 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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March 25, 2019

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, April 2, 2019 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 February 5, 2019 ..... Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for the Month of January and February 2019 ..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Ratification of Requisitions..... Tab 3
  - B. Ratification of Aquatic Systems Proposal ..... Tab 4
  - C. Discussion of Amenities Staffing and Amenities Access
- 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: Jason Walters, Hopping, Green and Sam  
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, February 5, 2019, at 11:28 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>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>
Brian Walsh	<b>Board Supervisor, Assistant Secretary (via conference call)</b>
Milton Andrade	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jordan Lansford	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jason Walters	<b>District Counsel, Hopping, Green &amp; Sam (via conference call)</b>
Jimmy Taylor	<b>Representative, Aquatics Systems</b>
Morgan Melatti	<b>Representative, Aquatics Systems</b>
Patrick Brophy	<b>Representative, Aquatics Systems</b>
Scott Campbell	<b>Representative, Lerner</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Lansford 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.

46 **THIRD ORDER OF BUSINESS** **Consideration of Minutes from the**  
47 **Board of Supervisors' Meeting held on**  
48 **November 6, 2018**  
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50 Ms. Lansford presented the November 6, 2018 Meeting Minutes to the Board of  
51 Supervisors.  
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On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors Meeting held on November 6, 2018, as presented, for Chapel Creek Community Development District.

53 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes from the**  
54 **Landowner's Meeting held on**  
55 **November 6, 2018**  
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58 Ms. Lansford presented the November 6, 2018 Meeting Landowner's Minutes to  
59 the Board of Supervisors.  
60

On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved the Landowner's Meeting held on November 6, 2018, as presented, for Chapel Creek Community Development District.

61 **FIFTH ORDER OF BUSINESS** **Consideration of Operation and**  
62 **Maintenance Expenditures for**  
63 **October, November and December**  
64 **2018**  
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67 Ms. Lansford presented the October, November and December 2018 Operation  
68 and Maintenance 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 October 2018 in the amount of \$14,113.54, November 2018 in the amount of \$23,319.21 and December 2018 in the amount of \$11,622.99, for Chapel Creek Community Development District.

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79 **SIXTH ORDER OF BUSINESS** **Ratification of Requisition No. 285,**  
80 **286, 287 and 290**  
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82 Ms. Lansford presented Requisition No. 285, 286, 287 and 290 to the Board of  
83 Supervisors.  
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On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors Ratified Requisition No. 285, 286, 287 and 290, for Chapel Creek Community Development District.

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86 **SEVENTH ORDER OF BUSINESS** **Ratification of Requisition No. 288 and**  
87 **289**  
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89 Ms. Lansford presented Requisition No. 288 and 289 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 Ratified Requisition No. 288 and 289, Designating Officers, for Chapel Creek Community Development District.

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92 **EIGHTH ORDER OF BUSINESS** **Ratification of Requisition No. 291,**  
93 **292, 293 and 294**  
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95 Ms. Lansford presented Requisition No. 291, 292, 293 and 294 to the Board of  
96 Supervisors.  
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On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors Ratified Requisition No. 291, 292, 293 and 294, for Chapel Creek Community Development District.

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99 **NINTH ORDER OF BUSINESS** **Review of ADA Website Proposal**

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101 Mr. Lansford presented the ADA Website Proposal to the Board of Supervisors.  
102 They have tabled this item at this time.  
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113 **TENTH ORDER OF BUSINESS** **Consideration of Aquatics**  
114 **Maintenance Proposals for CDD**

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116 Ms. Lansford presented the Aquatics Maintenance Proposals to the Board of  
117 Supervisors.  
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On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Proposal for Aquatics Maintenance with a Not to Exceed \$7,500.00, with an effective stated date of February 1, 2019, for Chapel Creek Community Development District.

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121 **ELEVENTH ORDER OF BUSINESS** **Staff Reports**

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123 A. District Counsel  
124 No Report.  
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126 B. District Engineer  
127 Not Present and No Report.  
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129 C. District Manager

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131 Ms. Lansford reminded the Board of the next meeting scheduled for March 5,  
132 2019, at 11:00 a.m.

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134 **TENTH ORDER OF BUSINESS** **Adjournment**

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors adjourned the meeting at 12:10 p.m. for Chapel Creek Community Development District.

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Assistant Secretary \_\_\_\_\_  
Chairman/Vice Chairman