

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, July 11, 2017, 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
Brian Walsh	Board Supervisor, Assistant Secretary <i>(via Speakerphone)</i>

Also present were:

Clifton Fischer	District Manager, Rizzetta & Company, Inc.
Roy Van Wyk	District Counsel, Hopping Green & Sams

FIRST ORDER OF BUSINESS

Call to Order

Mr. Fischer 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 members of the general audience in attendance.

THIRD ORDER OF BUSINESS

**Consideration of Minutes from the Board
of Supervisors' Meeting held on May 2,
2017**

On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors Meeting on May 2, 2017 as presented for Chapel Creek Community Development District.

43 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for April and
May 2017**

44
45
46
On a Motion by Mr. Jones, seconded by Mr. Jae, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for April (\$7,850.43), and May (\$13,105.35) as presented for Chapel Creek Community Development District.

47
48 **FIFTH ORDER OF BUSINESS**

**Ratification of Series 2006 A&B
Construction Requisitions #226-#230**

49
50
On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors ratified the Series 2006 A&B Construction Requisitions #226 - #230 as presented for Chapel Creek Community Development District.

51
52 **SIXTH ORDER OF BUSINESS**

**Presentation of Monthly Unaudited
Financial Statement**

53
54
55 Mr. Fischer presented and reviewed the monthly unaudited financial statement. There were
56 no questions.

57
58 **SEVENTH ORDER OF BUSINESS**

**Acceptance of Fiscal Year 2015/2016
Financial Audit**

59
60
61 Mr. Fischer reviewed the financial report and stated that the report has been submitted to the
62 appropriate governmental entities as required.

63
On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors accepted the 2015/2016 Financial Audit for Chapel Creek Community Development District.

64
65 **EIGHTH ORDER OF BUSINESS**

**Ratification of Phase 1B Engineering
Agreement**

66
67
68 Mr. Jones responded to Board questions on the agreement.

69
On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors ratified the approval of the Phase 1B Engineering Agreement with Clearview Land Design, Inc. for Chapel Creek Community Development District.

70
71
72
73
74

75 **NINTH ORDER OF BUSINESS**

**Ratification of Proposal for Well Pump
and Motor Replacement**

76

77

78

Mr. Jones responded to Board questions regarding the pump and motor replacement.

79

On a Motion by Mr. Bishop, seconded by Mr. Jae, with all in favor, the Board of Supervisors ratified the approval of the proposal from Yellowstone Landscaping to replace the well pump and motor in the amount of \$5,200 for Chapel Creek Community Development District.

80

81 **TENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2017/2018
Budgets**

82

83

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors opened the public hearing on the Fiscal Year 2017/2018 Budgets for Chapel Creek Community Development District.

84

85

86

87

88

Mr. Fischer confirmed that the public hearing was noticed in the local paper and all property owners were mailed notification of the planned increase in assessments as required under Florida Statutes.

89

90

91

The Board indicated that they were comfortable with the budget as presented and no changes were needed.

On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors closed the public hearing on the Fiscal Year 2017/2018 Budgets for Chapel Creek Community Development District.

92

On a Motion by Mr. Bishop, seconded by Mr. Jae, with all in favor, the Board of Supervisors approved Resolution 2017-08, adopting the Fiscal Year 2017/2018 Final Budget totaling \$193,187 (\$183,599-O&M and \$9,588-Debt Service) for Chapel Creek Community Development District.

93

94 **ELEVENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2017/2018
Assessments**

95

96

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors opened the public hearing on the Fiscal Year 2017/2018 Assessments for Chapel Creek Community Development District.

97

98

99

100

Mr. Van Wyk reviewed the resolution laying out the foundation for collecting the assessments needed to fund the budget. The Board indicated that the builders should be billed quarterly for their assessments. Mr. Van Wyk stated that he would revise Section 3C accordingly.

On a Motion by Mr. Blakley, seconded by Mr. Bishop with all in favor, the Board of Supervisors closed the public hearing on the Fiscal Year 2017/2018 Assessments for Chapel Creek Community Development District.

101

On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved Resolution 2017-09, levying Assessments to fund the Fiscal year 2017/2018 Budget and certifying the assessment roll (as revised) for Chapel Creek Community Development District.

102

103

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-10,
Setting the Fiscal Year 2017/2018 Meeting
Schedule**

104

105

106

107

108

109

110

111

112

113

Mr. Fischer reviewed the resolution reading the meeting dates into the record and asked if the Board would like to continue to meet on the first Tuesday of each month. A brief discussion was held regarding the two evening meetings, with it being desired to change the December evening meeting to the August 7th meeting. The Board expressed the desire to coordinate the meeting schedule with Zephyr Ridge CDD and noted that it did not intend to meet every month. Meetings will be cancelled as needed.

On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved Resolution 2017-10, setting the meeting schedule as the first Tuesday of each month with all meetings convening at 11:00 a.m. (except for the months of December and August which will be held at 5:00 pm) at the offices of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544 for Chapel Creek Community Development District.

114

115

THIRTEENTH ORDER OF BUSINESS

Staff Reports

116

117

A. District Counsel

118

Mr. Van Wyk led discussion regarding issues with the County accepting the roads. He noted that there are some discrepancies between their records and the Districts.

119

120

121

B. District Engineer

122

Not present.

123

124

C. District Manager

125

Mr. Fischer stated that the next Board meeting will be held on September 5, 2017 at 11:00a.m.

126

127

128

Mr. Fischer stated that as of April 15, 2017 there were no registered voters residing within the District.

129

130

131

132
133
134
135
136
137
138
139
140
141

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Bishop expressed his dissatisfaction with the appearance of the landscaping and recommended that they be given a 30-day notice to correct the deficiencies.

Mr. Walsh stated that there is debris near the end posts at the end of the main road and they have been damaged. Mr. Bishop will research options to address the issues.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors adjourned the meeting at 11:34 a.m. for Chapel Creek Community Development District.

142
143
144
145
146


Assistant Secretary


Chairman/Vice Chairman