
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 6, 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
Brian Walsh	Board Supervisor, Assistant Secretary <i>(via conference call)</i>

Also present were:

Clifford Fischer	District Manager, Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, Stantec Consulting <i>(via conference call)</i>
Roy Van Wyk	District Counsel, Hopping, Green & Sam
Audience	

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 audience comments on agenda items.

THIRD ORDER OF BUSINESS

Consideration of Minutes from the Board of Supervisors' Meeting held on November 7, 2017

On a Motion by Mr. Bishop, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors Meeting held on November 7, 2017 as presented for Chapel Creek Community Development District.

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FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for October, November and December 2017

Mr. Jones requested Mr. Van Wyk reduce his invoice in the amount of \$2,444.00 because they were never able to make headway with Pasco County regarding the Easement. Mr. Van Wyk presented a new invoice to the Board. The Board requested to approve each Operation and Maintenance Expenditure separately.

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 October 2017 (\$19,606.81) as presented for Chapel Creek Community Development District.

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On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for November 2017 (\$2,786.00) as presented for Chapel Creek Community Development District.

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On a Motion by Mr. Blakley, seconded by Mr. Jae, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures for December 2017 (\$29,619.78) as presented for Chapel Creek Community Development District.

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FIFTH ORDER OF BUSINESS

Ratification of Special Warranty Deed for Phase 1 Tracts V and W

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Mr. Jones updated the Board on the process of the MPUD. The District conveyed the tract to the County.

On a Motion by Mr. Jae, seconded by Mr. Bishop, with all in favor, the Board of Supervisors ratified the Special Warranty Deed for Phase 1 Tract V and W for Chapel Creek Community Development District.

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SIXTH ORDER OF BUSINESS

Consideration of Establishment of Audit Committee for Fiscal Years 2018-2020

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Mr. Fischer informed that Board that an Audit Committee would need to be appointed.

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors to appoint the Board Members as Committee Members and Authorizing District Staff to Advertise an Audit Committee Meeting for Chapel Creek Community Development District.

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NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Van Wyk gave the Board an update regarding the issues with the County accepting the roads. Discussion ensued.

B. District Engineer

Ms. Stewart gave the Board an update on the road resurfacing and informed the Board she is working with the County to seek a resolution. Discussion ensued.

C. District Manager

Mr. Fischer requested to change March's meeting date from March 6, 2018 to March 13, 2018 at 11:00 a.m.

On a Motion by Mr. Bishop, seconded by Mr. Jones, with all in favor, the Board of Supervisors to change March's meeting date from March 6, 2018 to March 13, 2018 at 11:00 a.m. for Chapel Creek Community Development District.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Bishop would like to move forward on starting on the construction of Phase 1 Amenity Center.

Mr. Bishop requested that the Board move to approve Request Proposals with Criteria for Construction of Phase 1B Village 4.

On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors to approve Request for Proposals with Criteria for Phase 1B Village 4 for Chapel Creek Community Development District.

The Board would like Mr. Jones to be able to execute the proposal from McKenzie Construction in the amount of \$343,000.00.

On a Motion by Mr. Blakely, seconded by Mr. Jae, with all in favor, the Board of Supervisors authorize Mr. Jones to execute the proposal from McKenzie Construction in the amount of \$343,000.00 as presented for Chapel Creek Community Development District.

The Board would like Mr. Jones to be able to execute the proposal from Concept and Greenery in the amount of \$116,780.00

On a Motion by Mr. Jae, seconded by Mr. Jones, with all in favor, the Board of Supervisors authorize Mr. Jones to execute the proposal from Concept and Greenery in the amount of \$116,780.00 as presented for Chapel Creek Community Development District.

The Board would like Mr. Jones to be able to execute the proposal from Danielle Fence in the amount of \$22,540.00.

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On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors authorize Mr. Jones to execute the proposal from Danielle Fence in the amount of \$22,540.00 as presented for Chapel Creek Community Development District.

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The Board would like Mr. Jones to be able to execute the proposal from Bliss Products in the amount of \$45,009.15.

On a Motion by Mr. Blakley, seconded by Mr. Jae, with all in favor, the Board of Supervisors authorize Mr. Jones to execute the proposal from Bliss Products in the amount of \$45,009.15 as presented for Chapel Creek Community Development District.

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Mr. Bishop requested that that they move forward and approve the contract to start the plats.

On a Motion by Mr. Jones, seconded by Mr. Jae, with all in favor, the Board of Supervisors to approve to execute agreement to start the plats, not to exceed \$13,500.00 for Chapel Creek Community Development District.

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Mr. Jones informed the Board that Pasco County started billing without a meter for utilities.

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Mr. Jones informed the Board that the Church was granted a driveway permit at the same as the Chapel Creek project. Mr. Jones drafted an agreement with the Church but has not received a response from the Church on the draft agreement. Mr. Jones would like approval to execute a contract to design permit and construction phase of the required barricade in the amount of \$10,000.00 to satisfy the MPUD.

On a Motion by Mr. Blakely, seconded by Mr. Jae, with all in favor, the Board of Supervisors to approve to execute a contract to design permit and construction phase of the required barricade in the amount of \$10,000.00 to satisfy the MPUD for Chapel Creek Community Development District.

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ELEVENTH 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 11:52 a.m. for Chapel Creek Community Development District.

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Assistant Secretary


Chairman/~~Vice Chairman~~