

**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 **Monday, October 9, 2013, at 11:05 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:

John Blakley	<b>Board Supervisor, Chairman</b>
Bob Bishop	<b>Board Supervisor, Assistant Secretary</b>
David Jae	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Roy Van Wyk	<b>District Counsel, Hopping Green &amp; Sams</b> <i>(via speakerphone)</i>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Brizendine called the meeting to order and read the roll call confirming a quorum. He announced that this meeting was originally scheduled for October 7<sup>th</sup> and was subsequently moved to October 9<sup>th</sup>. Mr. Brizendine stated that a sign was posted on the seventh notifying anyone who may have shown up on the seventh of the change to the ninth. He noted that there were no members of the general audience in attendance.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

It was noted that there were no members of the general audience present to provide any comments on agenda items.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes from the Board of Supervisors' Meeting on September 9, 2013**

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 Supervisor's Meeting on September 9, 2013, for Chapel Creek Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for August**

There were no questions regarding any of the expenditures.

On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors accepted the Operation and Maintenance Expenditures paid for the period of August 1-31, 2013, (\$9,196.62) for Chapel Creek Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Series 2006 Construction Requisitions #174 -#178**

Mr. Brizendine stated that the requisitions can be found behind tab 3 and explained that each has been approved by the Chairman and District Engineer.

REQ. #	PAYEE	AMOUNT
174	Clearview Land Design, P.L.	\$6,268.15
175	Cardno Entrix	\$2,100.00
176	CRS Building Corporation.	\$13,071.60
177	GeoPoint Surveying, Inc.	\$1,700.00
178	Metcalf Enterprises, LLC	\$926.00

On a Motion by Mr. Jae, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Series 2006 Construction Requisitions #174 - #178 for Chapel Creek Community Development District.

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Rules of Procedure**

On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors opened the public hearing on the Rules of Procedure for Chapel Creek Community Development District.

Mr. Brizendine stated that the public hearing was duly advertised in the local newspaper for October 7<sup>th</sup> and as previously stated a notice was posted on that day notifying the public of the change in the date. He noted that there were no members of the general public in attendance.

Mr. Van Wyk stated that the revised rules were discussed at last month's meeting, noting that the matrix and memo that were circulated outline the changes that were made. He stated that he would gladly answer any questions that the Board might have. There were none.

On a Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors closed the public hearing on the Rules of Procedure for Chapel Creek Community Development District.

On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved Resolution 2014-01, Adopting Amended Rules of Procedure for Chapel Creek Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

No report.

B. District Engineer

Not present.

C. District Manager

Mr. Brizendine presented the ballot, proxy, and election procedural information to the Board for the upcoming Landowner Election on November 4, 2013. A brief discussion ensued, with it being noted that Mr. Gehman would be completing the documents.

Mr. Brizendine stated that he, Mr. Tyree Brown, and Mr. Chip Jones prepared a scope of service for landscape maintenance services and forwarded it on to the current landscaper (K. Johnson's Lawn and Landscaping, Inc.) to obtain an idea on what the pricing might look like. He stated that Mr. Johnson turned in a price well below the budgeted amount and it included pricing for installing annuals and mulch. However, at this point it does not appear that there will be a need to install annuals this year and mulch is always a separate contract to allow the District to shop around for the best pricing. Mr. Brizendine stated that the contract will be well below the public bid threshold for this type of service and does not need to go through a formal bid process unless the Board desires to do so. A brief discussion ensued regarding keeping the pond bank mowing as a separate contract, the areas to be maintained within the scope of service of this contract, and a recommendation was made to stay with K. Johnson Landscaping for another year. It was noted that the contract will include a 30-day termination clause, should the Board not be satisfied with the service. Mr. Brizendine recommended that the Board authorize Staff to work with Mr. Johnson to finalize pricing, as well as authorize the Chairman to execute the contract. Mr. Van Wyk sought and received confirmation that the District would be using the standard landscape maintenance contract.

On a Motion by Mr. Jae, seconded by Mr. Bishop, with all in favor, the Board of Supervisors authorized Staff to negotiate a contract with K. Johnson Landscaping for landscape maintenance services as discussed and authorized the Chairman to execute the final contract for Chapel Creek Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

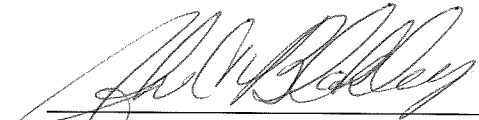
There were no Supervisor requests at this time.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Blakely, seconded by Mr. Bishop, with all in favor, the Board of Supervisors adjourned the meeting at 11:20 a.m. for Chapel Creek Community Development District.

  
Assistant Secretary

  
Chairman/Vice Chairman