



Rizzetta & Company

# **Chapel Creek Community Development District**

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## **Board of Supervisors' Meeting August 19, 2019**

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

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

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>	Jordan Lansford	Rizzetta & Company, Inc.
<b>District Counsel</b>	Tracy Robin	Straley Robin & Vericker
<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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August 8, 2019

Board of Supervisors  
Chapel Creek Community  
Development District

**AGENDA**

Dear Board Members:

The continued meeting of the Board of Supervisors' of the Chapel Creek Community Development District will be held on **Monday, August 19, 2019 at 2:30 p.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
  - A. Public Hearing on Fiscal Year 2019/2020 Budget.....Tab 1
    - i. Consideration of Resolution 2019-04; Adopting Fiscal Year 2019/2020 Budget.....Tab 2
  - B. Public Hearing on Fiscal Year 2019/2020 Assessments.....Tab 3
    - i. Consideration of Resolution 2019-05; Imposing Special Assessments.....Tab 4
- 4. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 5. SUPERVISOR REQUESTS**
- 6. 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) 933-5571.

Sincerely,  
*Jordan Lansford*  
Jordan Lansford  
District Manager

cc: Tonja Stewart, Stantec Consulting

# Tab 1

**Proposed Budget**  
**Chapel Creek Community Development District**  
**General Fund**  
**Fiscal Year 2019/2020**

	Chart of Accounts Classification	Actual YTD through 02/28/19	Projected Annual Totals 2018/2019	Annual Budget for 2018/2019	Projected Budget variance for 2018/2019	Budget for 2019/2020	Budget Increase (Decrease) vs 2018/2019	Comments
1								
2	<b>REVENUES</b>							
3								
14	Special Assessments							
15	Tax Roll*	\$ 103,718	\$ 103,718	\$ 103,635	\$ 83	\$ 153,590	\$ 49,955	
19	SPE Contributions	\$ 28,000	\$ 93,061	\$ 93,061	\$ -	\$ 93,061	\$ -	
31								
32	<b>TOTAL REVENUES</b>	<b>\$ 131,718</b>	<b>\$ 196,779</b>	<b>\$ 196,696</b>	<b>\$ 83</b>	<b>\$ 246,651</b>	<b>\$ 49,955</b>	
33								
34	Balance Forward from Prior Year	\$ 11,903	\$ 11,903	\$ 11,903	\$ -	\$ 15,000	\$ 3,097	
35								
36	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 143,621</b>	<b>\$ 208,682</b>	<b>\$ 208,599</b>	<b>\$ 83</b>	<b>\$ 261,651</b>	<b>\$ 53,052</b>	
37								
38	<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</b>							
39								
40	<b>EXPENDITURES - ADMINISTRATIVE</b>							
41								
42	Legislative							
43	Supervisor Fees	\$ 3,600	\$ 8,640	\$ 6,000	\$ (2,640)	\$ 7,000	\$ 1,000	Increase match Zephyr Ridge
44	Financial & Administrative							
45	Administrative Services	\$ 1,875	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ -	Per Contract
46	District Management	\$ 6,667	\$ 16,000	\$ 16,000	\$ -	\$ 17,500	\$ 1,500	Proposed increase \$1500; 9.4%
47	District Engineer	\$ 555	\$ 1,332	\$ 4,000	\$ 2,668	\$ 4,000	\$ -	No change
48	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	No change
49	Trustees Fees	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 3,000	\$ (3,000)	
50	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	Per Contract
51	Financial & Revenue Collections	\$ 1,500	\$ 3,600	\$ 3,600	\$ -	\$ 3,600	\$ -	Per Contract
52	Accounting Services	\$ 5,417	\$ 13,000	\$ 13,000	\$ -	\$ 14,400	\$ 1,400	Per Contract
53	Auditing Services	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 4,800	\$ 300	Per contract
54	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 650	\$ 650	\$ 650	\$ -	
59	Public Officials Liability Insurance	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	\$ 2,475	\$ 225	Increase per EGIS fees
60	Legal Advertising	\$ 311	\$ 746	\$ 1,200	\$ 454	\$ 1,200	\$ -	No change
62	Dues, Licenses & Fees	\$ 175	\$ 420	\$ 200	\$ (220)	\$ 200	\$ -	No change
65	ADA Website Compliance	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500	New Line Item- rough est. option #1 with ADASC highest
66	Website Hosting, Maintenance, Backup (and Email)	\$ 500	\$ 1,200	\$ 1,200	\$ -	\$ 2,100	\$ 900	Per Contract
67	Legal Counsel							
68	District Counsel	\$ 3,438	\$ 8,251	\$ 15,000	\$ 6,749	\$ 12,000	\$ (3,000)	No change
73								
74	<b>Administrative Subtotal</b>	<b>\$ 36,288</b>	<b>\$ 69,940</b>	<b>\$ 88,100</b>	<b>\$ 18,160</b>	<b>\$ 94,925</b>	<b>\$ 6,825</b>	
75								
76	<b>EXPENDITURES - FIELD OPERATIONS</b>							
77								
90	Electric Utility Services							
91	Utility Services	\$ 4,384	\$ 10,522	\$ 4,000	\$ (6,522)	\$ 10,500	\$ 6,500	Additional Lighting Dog Park, Playground?
92	Street Lights	\$ 832	\$ 1,997	\$ 10,500	\$ 8,503	\$ 7,000	\$ (3,500)	No change
93	Street Light Repair	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	
99	Garbage/Solid Waste Control Services	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	Trash 60/week, trash & pet, 75/week
111	Stormwater Control							
113	Aquatic Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 9,800	\$ 9,800	Contract- will be \$5082 this year, assumes rate increase to 900 in Oct. 2019-2020
115	Lake/Pond Bank Maintenance	\$ 24,200	\$ 58,080	\$ 7,600	\$ (50,480)	\$ -	\$ (7,600)	Seperated out pond bank mowing
118	Aquatic Plant Replacement	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	New line item; with ASI contract
125	Other Physical Environment							
130	General Liability Insurance	\$ 2,250	\$ 2,250	\$ 2,500	\$ 250	\$ 2,516	\$ 16	Increase per EGIS fees
131	Property Insurance	\$ 406	\$ 406	\$ 429	\$ 23	\$ 750	\$ 321	Estimate
134	Entry & Walls Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
135	Landscape Maintenance	\$ 4,056	\$ 9,734	\$ 52,000	\$ 42,266	\$ 82,160	\$ 30,160	8K increase per contract beginning 10/18/2019; currently 62760/ annum
143	Irrigation Maintenance	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	New line item; was included in Landscape
144	Irrigation Repairs	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	Per contract with K. Johnson- contractor is responsible for repairs
145	Landscape - Mulch	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	New line item; \$40 per cubic yard
147	Landscape Replacement Plants, Shrubs, Trees	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	New Line Item; Dog Park Tree Replacement
149	Landscape- Fertilization	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	New line item; Not included in contract; budget \$1000
152	Fire Ant Treatment	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	New Line Item; Playground
162	Parks & Recreation							
171	Maintenance & Repair	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	New Line Item
186	Security System Monitoring & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500	New Line Item; less than ZR, no clubhouse
212	Dog Park Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	New Line Item
213	Dog Waste Station Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$375 per station install plus bags
214	Amenities							
215	Water/Sewer- Amenities	\$ 36	\$ 86	\$ 2,000	\$ 1,914	\$ -	\$ (2,000)	Reallocated
216	Electric- Amenities	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	Reallocated
217	Insurance- Amenities	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)	Reallocated
218	Landscape- Amenities	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	Reallocated
	Cleaning Services- Amenities	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	Reallocated
219	Miscellaneous-Amenities	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ -	\$ (4,500)	Reallocated
	Contingency							
220	Miscellaneous Contingency	\$ 1,035	\$ 2,484	\$ 11,470	\$ 8,986	\$ 6,000	\$ (5,470)	Increase
223								
224	<b>Field Operations Subtotal</b>	<b>\$ 37,199</b>	<b>\$ 85,559</b>	<b>\$ 120,499</b>	<b>\$ 34,940</b>	<b>\$ 151,726</b>	<b>\$ 31,227</b>	
225								
226	<b>Contingency for County TRIM Notice</b>							
227								
228	<b>TOTAL EXPENDITURES</b>	<b>\$ 73,487</b>	<b>\$ 155,499</b>	<b>\$ 208,599</b>	<b>\$ 53,100</b>	<b>\$ 246,651</b>	<b>\$ 38,052</b>	
229								
230	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 70,134</b>	<b>\$ 53,183</b>	<b>\$ -</b>	<b>\$ 53,183</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	
231								

**Budget Template**  
**Chapel Creek Community Development District**  
**Debt Service**  
**Fiscal Year 2019/2020**

Chart of Accounts Classification	Series 2006A	Budget for 2019/2020
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments <sup>(1)</sup>	\$101,869.68	\$101,869.68
<b>TOTAL REVENUES</b>	<b>\$101,869.68</b>	<b>\$101,869.68</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$101,869.68	\$101,869.68
<b>Administrative Subtotal</b>	<b>\$101,869.68</b>	<b>\$101,869.68</b>
<b>TOTAL EXPENDITURES</b>	<b>\$101,869.68</b>	<b>\$101,869.68</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>

Pasco County Collection Costs (2%) and Early Payment Discounts (4%) 6.0%

**Gross assessments \$108,372.00**

**Notes:**

Tax Roll Collection Costs (2%) and Early Payment Discount (4%) is a total 6.0% of Tax Roll.

<sup>(1)</sup> Debt assessments being held in abeyance on certain lots due to transfer of ownership to SPE

Chapel Creek Community Development District

**FISCAL YEAR 2019/2020 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2019/2020 O&M Budget		\$231,651.00
Collection Cost @	2%	\$4,928.74
Early Payment Discount @	4%	\$9,857.49
2019/2020 Total:		<u>\$246,437.23</u>

2018/2019 O&M Budget	\$196,696.00
2019/2020 O&M Budget	\$231,651.00

Total Difference:	<u>\$34,955.00</u>
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	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2018/2019 <sup>(1)</sup>	2019/2020	\$	%
Debt Service - Single Family 52.5T'	\$800.00	\$800.00	\$0.00	0.00%
Operations/Maintenance - Single Family 52.5T'	\$585.56	\$708.34	\$122.78	20.97%
<b>Total</b>	<b>\$1,385.56</b>	<b>\$1,508.34</b>	<b>\$122.78</b>	<b>8.86%</b>
Debt Service - Single Family 62.5T'	\$850.00	\$850.00	\$0.00	0.00%
Operations/Maintenance - Single Family 62.5T'	\$651.96	\$790.78	\$138.82	21.29%
<b>Total</b>	<b>\$1,501.96</b>	<b>\$1,640.78</b>	<b>\$138.82</b>	<b>9.24%</b>
Debt Service - Single Family 65T	\$900.00	\$900.00	\$0.00	0.00%
Operations/Maintenance - Single Family 65T	\$661.45	\$802.56	\$141.11	21.33%
<b>Total</b>	<b>\$1,561.45</b>	<b>\$1,702.56</b>	<b>\$141.11</b>	<b>9.04%</b>
Debt Service - Single Family 52.5P	\$552.00	\$552.00	\$0.00	0.00%
Operations/Maintenance - Single Family 52.5P	\$585.56	\$708.34	\$122.78	20.97%
<b>Total</b>	<b>\$1,137.56</b>	<b>\$1,260.34</b>	<b>\$122.78</b>	<b>10.79%</b>
Debt Service - Single Family 62.5P	\$600.00	\$600.00	\$0.00	0.00%
Operations/Maintenance - Single Family 62.5P	\$651.96	\$790.78	\$138.82	21.29%
<b>Total</b>	<b>\$1,251.96</b>	<b>\$1,390.78</b>	<b>\$138.82</b>	<b>11.09%</b>
Debt Service - Single Family 65P	\$660.00	\$660.00	\$0.00	0.00%
Operations/Maintenance - Single Family 65P	\$661.44	\$802.56	\$141.12	21.34%
<b>Total</b>	<b>\$1,321.44</b>	<b>\$1,462.56</b>	<b>\$141.12</b>	<b>10.68%</b>
Debt Service - Townhome	\$527.12	\$527.12	\$0.00	0.00%
Operations/Maintenance - Townhome	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$638.43</b>	<b>\$646.63</b>	<b>\$8.20</b>	<b>1.28%</b>
Debt Service - Single Family 52.5'	\$1,054.23	\$1,054.23	\$0.00	0.00%
Operations/Maintenance - Single Family 52.5'	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,165.54</b>	<b>\$1,173.74</b>	<b>\$8.20</b>	<b>0.70%</b>
Debt Service - Single Family 62.5'	\$1,201.82	\$1,201.82	\$0.00	0.00%
Operations/Maintenance - Single Family 62.5'	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,313.13</b>	<b>\$1,321.33</b>	<b>\$8.20</b>	<b>0.62%</b>
Debt Service - Single Family 65'	\$1,222.91	\$1,222.91	\$0.00	0.00%
Operations/Maintenance - Single Family 65'	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,334.22</b>	<b>\$1,342.42</b>	<b>\$8.20</b>	<b>0.61%</b>
Debt Service - Daycare	\$790.67	\$790.67	\$0.00	0.00%
Operations/Maintenance - Daycare	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$901.98</b>	<b>\$910.18</b>	<b>\$8.20</b>	<b>0.91%</b>
Debt Service - Commercial	\$896.10	\$896.10	\$0.00	0.00%

<b>Operations/Maintenance - Commercial</b>	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,007.41</b>	<b>\$1,015.61</b>	<b>\$8.20</b>	<b>0.81%</b>

<sup>(1)</sup> FY 18-19 Assessments reflect Collection Costs (2%) & Early Payment Discount (4%) as it appears on the Pasco County Tax bill. Direct Billed Lots exclude Collection Costs and Early Payment Discount.

CHAPEL CREEK CDD

FISCAL YEAR 2019-2020 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

ALLOCATION OF O&M ASSESSMENT

			TOTAL ADMINISTRATIVE BUDGET				TOTAL FIELD BUDGET			
			COLLECTION COSTS @ 2.0%				COLLECTION COSTS @ 2.0%			
			EARLY PAYMENT DISCOUNT @ 4.0%				EARLY PAYMENT DISCOUNT @ 4.0%			
			TOTAL O&M ASSESSMENT				TOTAL O&M ASSESSMENT			
			\$100,984.04				\$145,453.19			
LOT SIZE <sup>(2)</sup>	UNITS ASSESSED		TOTAL	% TOTAL	ADMIN	ADMIN	TOTAL	% TOTAL	FIELD	FIELD
	O&M	DEBT <sup>(1)</sup> 2006A	EAUs	EAUs	PER PARCEL	PER LOT	EAUs	EAUs	PER PARCEL	PER LOT
Single Family 52.5T	5	5	5.00	0.59%	\$597.54	\$119.51	5.00	2.02%	\$2,944.16	\$588.83
Single Family 62.5T	2	2	2.00	0.24%	\$239.02	\$119.51	2.28	0.92%	\$1,342.53	\$671.27
Single Family 65T	5	5	5.00	0.59%	\$597.54	\$119.51	5.80	2.35%	\$3,415.23	\$683.05
Single Family 52.5P	71	71	71.00	8.40%	\$8,485.05	\$119.51	71.00	28.74%	\$41,807.05	\$588.83
Single Family 62.5P	89	89	89.00	10.53%	\$10,636.19	\$119.51	101.46	41.07%	\$59,742.75	\$671.27
Single Family 65P	53	53	53.00	6.27%	\$6,333.91	\$119.51	61.48	24.89%	\$36,201.47	\$683.05
	225	225								
Townhome	150	150	150.00	17.75%	\$17,926.16	\$119.51	0.00	0.00%	\$0.00	\$0.00
Single Family 52.5'	145	145	145.00	17.16%	\$17,328.62	\$119.51	0.00	0.00%	\$0.00	\$0.00
Single Family 62.5'	170	170	170.00	20.12%	\$20,316.32	\$119.51	0.00	0.00%	\$0.00	\$0.00
Single Family 65'	115	115	115.00	13.61%	\$13,743.39	\$119.51	0.00	0.00%	\$0.00	\$0.00
Daycare	5	5	5.00	0.59%	\$597.54	\$119.51	0.00	0.00%	\$0.00	\$0.00
Commercial	35	35	35.00	4.14%	\$4,182.77	\$119.51	0.00	0.00%	\$0.00	\$0.00
	845	845	845.00	100.00%	\$100,984.04		247.02	100.00%	\$145,453.19	

  

PER UNIT ASSESSMENTS		
SERIES 2006A		
O&M	DEBT SERVICE <sup>(3)</sup>	TOTAL <sup>(4)</sup>
\$708.34	\$800.00	\$1,508.34
\$790.78	\$850.00	\$1,640.78
\$802.56	\$900.00	\$1,702.56
\$708.34	\$552.00	\$1,260.34
\$790.78	\$600.00	\$1,390.78
\$802.56	\$660.00	\$1,462.56
\$119.51	\$527.12	\$646.63
\$119.51	\$1,054.23	\$1,173.74
\$119.51	\$1,201.82	\$1,321.33
\$119.51	\$1,222.91	\$1,342.42
\$119.51	\$790.67	\$910.18
\$119.51	\$896.10	\$1,015.61

(1) Reflects the number of total lots with Series 2006A debt outstanding. Debt assessments being held in abeyance on certain lots due to transfer of ownership to SPE

(2) Single Family 52.5T, Single Family 62.5T, and Single Family 65T are target level agreements made with the sale of lots to M/I Homes. Single Family 52.5P, Single Family 62.5P, and Single Family 65P are assessment levels per Forbearance Agreement made with sale of lots to Highland Homes.

(3) Annual debt service assessment per lot adopted in connection with the Series 2006A bond issue. Annual assessment includes principal, interest, Pasco County collection costs and early payment discount costs.

(4) Annual assessment that will appear on November 2019 Pasco County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

**Proposed Budget**  
**Chapel Creek Community Development District**  
**General Fund**  
**Fiscal Year 2019/2020**

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14	Special Assessments							
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19	SPE Contributions	\$ 28,000	\$ 93,061	\$ 93,061	\$ -	\$ 93,061	\$ -	
31								
32	<b>TOTAL REVENUES</b>	<b>\$ 131,718</b>	<b>\$ 196,779</b>	<b>\$ 196,696</b>	<b>\$ 83</b>	<b>\$ 246,651</b>	<b>\$ 49,955</b>	
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34	Balance Forward from Prior Year	\$ 11,903	\$ 11,903	\$ 11,903	\$ -		\$ (11,903)	
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36	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 143,621</b>	<b>\$ 208,682</b>	<b>\$ 208,599</b>	<b>\$ 83</b>	<b>\$ 246,651</b>	<b>\$ 38,052</b>	
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40	<b>EXPENDITURES - ADMINISTRATIVE</b>							
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42	Legislative							
43	Supervisor Fees	\$ 3,600	\$ 8,640	\$ 6,000	\$ (2,640)	\$ 7,000	\$ 1,000	Increase match Zephyr Ridge
44	Financial & Administrative							
45	Administrative Services	\$ 1,875	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ -	Per Contract
46	District Management	\$ 6,667	\$ 16,000	\$ 16,000	\$ -	\$ 17,500	\$ 1,500	Proposed increase \$1500; 9.4%
47	District Engineer	\$ 555	\$ 1,332	\$ 4,000	\$ 2,668	\$ 4,000	\$ -	No change
48	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	No change
49	Trustees Fees	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 3,000	\$ (3,000)	
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52	Accounting Services	\$ 5,417	\$ 13,000	\$ 13,000	\$ -	\$ 14,400	\$ 1,400	Per Contract
53	Auditing Services	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 4,800	\$ 300	Per contract
54	Arbitrage Rebate Calculation	\$ -	\$ -	\$ 650	\$ 650	\$ 650	\$ -	
59	Public Officials Liability Insurance	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	\$ 2,475	\$ 225	Increase per EGIS fees
60	Legal Advertising	\$ 311	\$ 746	\$ 1,200	\$ 454	\$ 1,200	\$ -	No change
62	Dues, Licenses & Fees	\$ 175	\$ 420	\$ 200	\$ (220)	\$ 200	\$ -	No change
65	ADA Website Compliance	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500	New Line Item- rough est. option #1 with ADASC highest
66	Website Hosting, Maintenance, Backup (and Email)	\$ 500	\$ 1,200	\$ 1,200	\$ -	\$ 2,100	\$ 900	Per Contract
67	Legal Counsel							
68	District Counsel	\$ 3,438	\$ 8,251	\$ 15,000	\$ 6,749	\$ 12,000	\$ (3,000)	No change
73								
74	<b>Administrative Subtotal</b>	<b>\$ 36,288</b>	<b>\$ 69,940</b>	<b>\$ 88,100</b>	<b>\$ 18,160</b>	<b>\$ 94,925</b>	<b>\$ 6,825</b>	
75								
76	<b>EXPENDITURES - FIELD OPERATIONS</b>							
77								
90	Electric Utility Services							
91	Utility Services	\$ 4,384	\$ 10,522	\$ 4,000	\$ (6,522)	\$ 10,500	\$ 6,500	Additional Lighting Dog Park, Playground?
92	Street Lights	\$ 832	\$ 1,997	\$ 10,500	\$ 8,503	\$ 7,000	\$ (3,500)	No change
93	Street Light Repair	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	
99	Garbage/Solid Waste Control Services	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	Trash 60/week, trash & pet, 75/week
111	Stormwater Control							
113	Aquatic Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 9,800	\$ 9,800	Contract- will be \$5082 this year, assumes rate increase to 900 in Oct. 2019-2020
115	Lake/Pond Bank Maintenance	\$ 24,200	\$ 58,080	\$ 7,600	\$ (50,480)	\$ -	\$ (7,600)	Seperated out pond bank mowing
118	Aquatic Plant Replacement	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	New line item; with ASI contract
125	Other Physical Environment							
130	General Liability Insurance	\$ 2,250	\$ 2,250	\$ 2,500	\$ 250	\$ 2,516	\$ 16	Increase per EGIS fees
131	Property Insurance	\$ 406	\$ 406	\$ 429	\$ 23	\$ 750	\$ 321	Estimate
134	Entry & Walls Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
135	Landscape Maintenance	\$ 4,056	\$ 9,734	\$ 52,000	\$ 42,266	\$ 82,160	\$ 30,160	8K increase per contract beginning 10/18/2019; currently 62760/ annum
143	Irrigation Maintenance	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	New line item; was included in Landscape
144	Irrigation Repairs	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	Per contract with K. Johnson- contractor is responsible for repairs
145	Landscape - Mulch	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	New line item; \$40 per cubic yard
147	Landscape Replacement Plants, Shrubs, Trees	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	New Line Item; Dog Park Tree Replacement
149	Landscape- Fertilization	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	New line item; Not included in contract; budget \$1000
152	Fire Ant Treatment	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	New Line Item; Playground
162	Parks & Recreation							
171	Maintenance & Repair	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	New Line Item
186	Security System Monitoring & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500	New Line Item; less than ZR, no clubhouse
212	Dog Park Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	New Line Item
213	Dog Waste Station Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$375 per station install plus bags
214	Amenities							
215	Water/Sewer- Amenities	\$ 36	\$ 86	\$ 2,000	\$ 1,914	\$ -	\$ (2,000)	Reallocated
216	Electric- Amenities	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	Reallocated
217	Insurance- Amenities	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)	Reallocated
218	Landscape- Amenities	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	Reallocated
	Cleaning Services- Amenities	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	Reallocated
219	Miscellaneous-Amenities	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ -	\$ (4,500)	Reallocated
	Contingency							
220	Miscellaneous Contingency	\$ 1,035	\$ 2,484	\$ 11,470	\$ 8,986	\$ 6,000	\$ (5,470)	Increase
223								
224	<b>Field Operations Subtotal</b>	<b>\$ 37,199</b>	<b>\$ 85,559</b>	<b>\$ 120,499</b>	<b>\$ 34,940</b>	<b>\$ 151,726</b>	<b>\$ 31,227</b>	
225								
226	<b>Contingency for County TRIM Notice</b>							
227								
228	<b>TOTAL EXPENDITURES</b>	<b>\$ 73,487</b>	<b>\$ 155,499</b>	<b>\$ 208,599</b>	<b>\$ 53,100</b>	<b>\$ 246,651</b>	<b>\$ 38,052</b>	
229								
230	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 70,134</b>	<b>\$ 53,183</b>	<b>\$ -</b>	<b>\$ 53,183</b>	<b>\$ -</b>	<b>\$ -</b>	
231								

**Budget Template**  
**Chapel Creek Community Development District**  
**Debt Service**  
**Fiscal Year 2019/2020**

Chart of Accounts Classification	Series 2006A	Budget for 2019/2020
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments <sup>(1)</sup>	\$101,869.68	\$101,869.68
<b>TOTAL REVENUES</b>	<b>\$101,869.68</b>	<b>\$101,869.68</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$101,869.68	\$101,869.68
<b>Administrative Subtotal</b>	<b>\$101,869.68</b>	<b>\$101,869.68</b>
<b>TOTAL EXPENDITURES</b>	<b>\$101,869.68</b>	<b>\$101,869.68</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>

Pasco County Collection Costs (2%) and Early Payment Discounts (4%) 6.0%

**Gross assessments \$108,372.00**

**Notes:**

Tax Roll Collection Costs (2%) and Early Payment Discount (4%) is a total 6.0% of Tax Roll.

<sup>(1)</sup> Debt assessments being held in abeyance on certain lots due to transfer of ownership to SPE

Chapel Creek Community Development District

**FISCAL YEAR 2019/2020 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2019/2020 O&M Budget		\$246,651.00
Collection Cost @	2%	\$5,247.89
Early Payment Discount @	4%	\$10,495.79
2019/2020 Total:		<u>\$262,394.68</u>

2018/2019 O&M Budget	\$196,696.00
2019/2020 O&M Budget	\$246,651.00

Total Difference:	<u>\$49,955.00</u>
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	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2018/2019 <sup>(1)</sup>	2019/2020	\$	%
Debt Service - Single Family 52.5T'	\$800.00	\$800.00	\$0.00	0.00%
Operations/Maintenance - Single Family 52.5T'	\$585.56	\$772.94	\$187.38	32.00%
<b>Total</b>	<b>\$1,385.56</b>	<b>\$1,572.94</b>	<b>\$187.38</b>	<b>13.52%</b>
Debt Service - Single Family 62.5T'	\$850.00	\$850.00	\$0.00	0.00%
Operations/Maintenance - Single Family 62.5T'	\$651.96	\$864.42	\$212.46	32.59%
<b>Total</b>	<b>\$1,501.96</b>	<b>\$1,714.42</b>	<b>\$212.46</b>	<b>14.15%</b>
Debt Service - Single Family 65T	\$900.00	\$900.00	\$0.00	0.00%
Operations/Maintenance - Single Family 65T	\$661.45	\$877.49	\$216.04	32.66%
<b>Total</b>	<b>\$1,561.45</b>	<b>\$1,777.49</b>	<b>\$216.04</b>	<b>13.84%</b>
Debt Service - Single Family 52.5P	\$552.00	\$552.00	\$0.00	0.00%
Operations/Maintenance - Single Family 52.5P	\$585.56	\$772.94	\$187.38	32.00%
<b>Total</b>	<b>\$1,137.56</b>	<b>\$1,324.94</b>	<b>\$187.38</b>	<b>16.47%</b>
Debt Service - Single Family 62.5P	\$600.00	\$600.00	\$0.00	0.00%
Operations/Maintenance - Single Family 62.5P	\$651.96	\$864.42	\$212.46	32.59%
<b>Total</b>	<b>\$1,251.96</b>	<b>\$1,464.42</b>	<b>\$212.46</b>	<b>16.97%</b>
Debt Service - Single Family 65P	\$660.00	\$660.00	\$0.00	0.00%
Operations/Maintenance - Single Family 65P	\$661.44	\$877.49	\$216.05	32.66%
<b>Total</b>	<b>\$1,321.44</b>	<b>\$1,537.49</b>	<b>\$216.05</b>	<b>16.35%</b>
Debt Service - Townhome	\$527.12	\$527.12	\$0.00	0.00%
Operations/Maintenance - Townhome	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$638.43</b>	<b>\$646.63</b>	<b>\$8.20</b>	<b>1.28%</b>
Debt Service - Single Family 52.5'	\$1,054.23	\$1,054.23	\$0.00	0.00%
Operations/Maintenance - Single Family 52.5'	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,165.54</b>	<b>\$1,173.74</b>	<b>\$8.20</b>	<b>0.70%</b>
Debt Service - Single Family 62.5'	\$1,201.82	\$1,201.82	\$0.00	0.00%
Operations/Maintenance - Single Family 62.5'	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,313.13</b>	<b>\$1,321.33</b>	<b>\$8.20</b>	<b>0.62%</b>
Debt Service - Single Family 65'	\$1,222.91	\$1,222.91	\$0.00	0.00%
Operations/Maintenance - Single Family 65'	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,334.22</b>	<b>\$1,342.42</b>	<b>\$8.20</b>	<b>0.61%</b>
Debt Service - Daycare	\$790.67	\$790.67	\$0.00	0.00%
Operations/Maintenance - Daycare	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$901.98</b>	<b>\$910.18</b>	<b>\$8.20</b>	<b>0.91%</b>
Debt Service - Commercial	\$896.10	\$896.10	\$0.00	0.00%

<b>Operations/Maintenance - Commercial</b>	\$111.31	\$119.51	\$8.20	7.37%
<b>Total</b>	<b>\$1,007.41</b>	<b>\$1,015.61</b>	<b>\$8.20</b>	<b>0.81%</b>

<sup>(1)</sup> FY 18-19 Assessments reflect Collection Costs (2%) & Early Payment Discount (4%) as it appears on the Pasco County Tax bill. Direct Billed Lots exclude Collection Costs and Early Payment Discount.

CHAPEL CREEK CDD

FISCAL YEAR 2019-2020 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

ALLOCATION OF O&M ASSESSMENT

			TOTAL ADMINISTRATIVE BUDGET				TOTAL FIELD BUDGET			
			COLLECTION COSTS @ 2.0%				COLLECTION COSTS @ 2.0%			
			EARLY PAYMENT DISCOUNT @ 4.0%				EARLY PAYMENT DISCOUNT @ 4.0%			
			TOTAL O&M ASSESSMENT				TOTAL O&M ASSESSMENT			
			\$100,984.04				\$161,410.64			
LOT SIZE <sup>(2)</sup>	UNITS ASSESSED		TOTAL	% TOTAL	ADMIN	ADMIN	TOTAL	% TOTAL	FIELD	FIELD
	O&M	DEBT <sup>(1)</sup> 2006A	EAUs	EAUs	PER PARCEL	PER LOT	EAUs	EAUs	PER PARCEL	PER LOT
Single Family 52.5T	5	5	5.00	0.59%	\$597.54	\$119.51	5.00	2.02%	\$3,267.16	\$653.43
Single Family 62.5T	2	2	2.00	0.24%	\$239.02	\$119.51	2.28	0.92%	\$1,489.82	\$744.91
Single Family 65T	5	5	5.00	0.59%	\$597.54	\$119.51	5.80	2.35%	\$3,789.91	\$757.98
Single Family 52.5P	71	71	71.00	8.40%	\$8,485.05	\$119.51	71.00	28.74%	\$46,393.64	\$653.43
Single Family 62.5P	89	89	89.00	10.53%	\$10,636.19	\$119.51	101.46	41.07%	\$66,297.04	\$744.91
Single Family 65P	53	53	53.00	6.27%	\$6,333.91	\$119.51	61.48	24.89%	\$40,173.07	\$757.98
	<u>225</u>	<u>225</u>								
Townhome	150	150	150.00	17.75%	\$17,926.16	\$119.51	0.00	0.00%	\$0.00	\$0.00
Single Family 52.5'	145	145	145.00	17.16%	\$17,328.62	\$119.51	0.00	0.00%	\$0.00	\$0.00
Single Family 62.5'	170	170	170.00	20.12%	\$20,316.32	\$119.51	0.00	0.00%	\$0.00	\$0.00
Single Family 65'	115	115	115.00	13.61%	\$13,743.39	\$119.51	0.00	0.00%	\$0.00	\$0.00
Daycare	5	5	5.00	0.59%	\$597.54	\$119.51	0.00	0.00%	\$0.00	\$0.00
Commercial	35	35	35.00	4.14%	\$4,182.77	\$119.51	0.00	0.00%	\$0.00	\$0.00
	<u>845</u>	<u>845</u>	<u>845.00</u>	<u>100.00%</u>	<u>\$100,984.04</u>		<u>247.02</u>	<u>100.00%</u>	<u>\$161,410.64</u>	

  

PER UNIT ASSESSMENTS		
SERIES 2006A		
O&M	DEBT SERVICE <sup>(3)</sup>	TOTAL <sup>(4)</sup>
\$772.94	\$800.00	\$1,572.94
\$864.42	\$850.00	\$1,714.42
\$877.49	\$900.00	\$1,777.49
\$772.94	\$552.00	\$1,324.94
\$864.42	\$600.00	\$1,464.42
\$877.49	\$660.00	\$1,537.49
\$119.51	\$527.12	\$646.63
\$119.51	\$1,054.23	\$1,173.74
\$119.51	\$1,201.82	\$1,321.33
\$119.51	\$1,222.91	\$1,342.42
\$119.51	\$790.67	\$910.18
\$119.51	\$896.10	\$1,015.61

(1) Reflects the number of total lots with Series 2006A debt outstanding. Debt assessments being held in abeyance on certain lots due to transfer of ownership to SPE

(2) Single Family 52.5T, Single Family 62.5T, and Single Family 65T are target level agreements made with the sale of lots to M/I Homes. Single Family 52.5P, Single Family 62.5P, and Single Family 65P are assessment levels per Forbearance Agreement made with sale of lots to Highland Homes.

(3) Annual debt service assessment per lot adopted in connection with the Series 2006A bond issue. Annual assessment includes principal, interest, Pasco County collection costs and early payment discount costs.

(4) Annual assessment that will appear on November 2019 Pasco County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

# Tab 2

## **RESOLUTION 2019-04**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE CHAPEL CREEK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2019, submitted to the Board of Supervisors (“**Board**”) of the Chapel Creek Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2019 and ending September 30, 2020 (“**Fiscal Year 2019/2020**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set August 7, 2019, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

## SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2) (a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Chapel Creek Community Development District for the Fiscal Year Ending September 30, 2020."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

## SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2019/2020, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND – SERIES _____	\$_____
TOTAL ALL FUNDS	\$_____

## SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2019/2020 or within 60 days following the end of the Fiscal Year 2019/2020 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 6<sup>th</sup> DAY OF AUGUST, 2019.**

ATTEST:

**CHAPEL CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Assistant Secretary

By:\_\_\_\_\_

Its:\_\_\_\_\_

**Exhibit A:** Adopted Budgets for Fiscal Year 2019/2020

**Exhibit A:**

Adopted Budgets for Fiscal Year 2019/2020

# Tab 4

## RESOLUTION 2019-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CHAPEL CREEK COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2019/2020; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Chapel Creek Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Pasco, Florida (“**County**”); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2019 and ending September 30, 2020 (“**Fiscal Year 2019/2020**”), attached hereto as **Exhibit “A,”** and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2019/2020; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B,”** and to certify the portion of the Assessment Roll related to certain developed property (“**Tax Roll Property**”) to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property (“**Direct Collect Property**”), all as set forth in **Exhibit “B;”** and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibits “A” and “B,”** and is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapter 190, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits “A” and “B.”** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.**

- A. **Tax Roll Assessments.** The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Tax Roll Property shall be collected at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits “A” and “B.”**
- B. **Direct Bill Assessments.** The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Direct Collect

Property shall be collected directly by the District in accordance with Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2018; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2018, 25% due no later than February 1, 2019 and 25% due no later than May 1, 2019. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2019/2020, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole assessment, as set forth herein.

- C. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit “B,”** is hereby certified for collection. That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this 6<sup>th</sup> day of August, 2019

ATTEST:

**CHAPEL CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Assistant Secretary

By:\_\_\_\_\_

Its:\_\_\_\_\_

**Exhibit A:** Adopted Budgets for Fiscal Year 2019/2020

**Exhibit B:** Assessment Roll (Uniform Method)  
Assessment Roll (Direct Collect)

**Exhibit A:**

Adopted Budgets for Fiscal Year 2019/2020

**Exhibit B:**

Assessment Roll (Uniform Method)  
Assessment Roll (Direct Collect)