

**MINUTES OF MEETING  
CHEVAL WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cheval West Community Development District was held on Monday, November 18, 2013 at 8:42 a.m. at Greenacre Properties, 4131 Gunn Highway, Tampa, Florida.

Present and constituting a quorum were:

Lori J. Lencioni	Chairperson
Tim McClain	Vice Chairman
Daniel Gallagher	Assistant Secretary
Scott Hostler	Assistant Secretary
Rohn Harmer	Assistant Secretary

Also present were:

Mark Vega	District Manager
John Ricciardi	District Manager
Truett Gardner	Attorney
Louise Brown	Greenacre Properties
Larry Rhum	Greenview Landscaping
Tracy Willsie	Resident
Sal Zichi	Cheval East Resident

*The following is a summary of the minutes and actions taken at the November 18, 2013 Cheval West CDD Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Vega called the meeting to order and Ms. Lencioni called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There not being any, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the  
October 21, 2013 Meeting**

Ms. Lencioni stated each Board member received a copy of the minutes of the October 21, 2013 meeting and requested any corrections, additions or deletions.

Several changes were made, which will be incorporated into the amended copy of the minutes.

On MOTION by Mr. Hostler seconded by Mr. Gallagher with all in favor the minutes of the October 21, 2013 meeting were approved as amended.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

Ms. Willsie reviewed a proposal from American Parks Company for playground equipment in the amount of \$33,442, a copy of which is attached hereto and made a part of the public record. This includes delivery, installation and a lifetime warranty. APARK quoted \$41,800.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the proposal from American Parks Company in the amount of \$33,442 with funds being taken from unassigned reserves was approved.

**FIFTH ORDER OF BUSINESS**

**Field Staff Reports**

**A. Community Services**

There being no report, the next item followed.

**B. Landscaper**

Mr. Rhum reported the following:

- He is waiting for the arborist to obtain permits to remove three trees behind the Lutz Lake Fern entrance.
- They will not change out the flowers because the coleuses look good. Poinsettias do not survive freezes.
- There are two slow mainline leaks being repaired this week. One is located on Terrain de Golf Drive and another is near to the Avenal entrance.
- Pine straw mulching is complete.
- Mr. McClain stated the backflow at the Lutz Lake Fern gate is covered by six foot hedges. He requested the hedges be removed so the County does not destroy the landscaping.
- The County damaged sod while working on the lift station near the Ramblewood Gate.
- Mr. Harmer asked if Mr. Rhum can confirm the palm trees in Chemille are Washingtonians, which need to be trimmed annually.

**C. Community Association Manager's Report**

Ms. Brown reviewed her report and the following was discussed:

- The Board reviewed proposals to clean and paint the street signs/poles. All American quoted \$125 per pole and Forsite quoted \$160 per pole.

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor the proposal from All American was approved not to exceed 40 street name signs contingent upon the price remaining at \$125 per pole if there are more than 25 signs.

- Ms. Lencioni discussed LED lighting installed at the Ramblewood entrance and stated many residents she spoke with love it. She explained LED lights are more durable. They use less electricity and the light bulbs are guaranteed for approximately five years, but often last longer. The Board reviewed and discussed the following quotes from Night Lights, Inc.:
  - Lutz Lake Fern Road for \$10,440.
  - Lutz Lake Fern entrance for \$12,740.
  - Chambord entrance for \$4,240.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the proposals from Night Lights, Inc. for LED lighting were approved at a total cost of \$27,420.

- One resident complained about speeding on TPC Boulevard and another resident requested attention to speeding on the north end of Chemille Road. Mr. Harmer informed the Board of the TIC's process called *incident reporting*. The process consists of residents contacting Mr. Wills who has a form with specific questions such as the date, time, type of incident, etcetera. This form is sent to the TIC to determine whether a letter needs to be sent by the Board.
- Mr. Gallagher discussed landscape debris, which needs to be cleaned up near the Ramblewood entrance. Mr. McClain will speak with Commissioner Higgenbotham about maintenance of Ramblewood Road.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Appointment of Supervisor to Fill Unexpired Term of Office (11/2016)**

Ms. Lencioni nominated Mr. Harmer. There being no other nominations, the Board voted all in favor to appoint Mr. Rohn Harmer to serve the unexpired term of Seat #5.

**B. Oath of Office of Newly Appointed Supervisor**

Mr. Ricciardi, being a Notary Public of the State of Florida, administered the Oath of Office to Mr. Harmer and a copy of the signed oath is attached hereto and made a part of the public record.

Mr. Harmer expressed gratitude for the opportunity to serve on the Board. He has been attending meetings regularly for six years. He appreciates the way this Board has worked and is proud to live in Cheval West. He also appreciates how the CWCA has worked for the community. He hopes his work with the TIC has been of value to the community.

**C. Election of Officers, Resolution 2014-1**

The Board considered the officer structure.

On MOTION by Mr. Gallagher seconded by Mr. McClain with all in favor Resolution 2014-1, appointing Ms. Lencioni as Chairperson, Mr. McClain as Vice Chairman, Mr. Vega as Secretary, Mr. Bloom as Treasurer, Mr. Koncar as Assistant Treasurer and Mr. Gallagher, Mr. Harmer, Mr. Hostler and Mr. Ricciardi as Assistant Secretaries, was adopted.

**SIXTH ORDER OF BUSINESS**

**Engineer's Report**

There being no report, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Gardner submitted his status report and the following was discussed:

- He reviewed the two-way radio agreement Mr. Wills sent him and it does have a 30 day cancellation clause.
- He corresponded with Mr. Wink at TPC Tampa Bay regarding acquisition of TPC property. He is still waiting on a decision from Heritage Golf Group headquarters.
- Letters were sent to 19008 and 19010 Cour Estates regarding drainage repairs.
- Mr. Gardner asked about the propane tanks. Mr. Gardner and Mr. McClain will meet with Mr. Prince to go over the propane sites.
- Hillsborough County paid the District in full for the damaged water pipe.

- He is still trying to settle with Theo's Construction's insurance company for damages. Mr. McClain suggested a certified letter be sent to Theo's Construction notifying them the District plans to file suit if their insurance does not settle the claim.

**EIGHTH ORDER OF BUSINESS**

**Manager's Report**

Mr. Vega reported the Nextel/Sprint contract was cancelled as of June 29, 2013. They claim someone called and provided a pin number to close the account. They have not billed the District after that date.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests**

The following was discussed:

- Ms. Lencioni requested \$5,000 for bonuses.
- The Board discussed plans for the Security Event. There was consensus to have a tent with tables and chairs. Food will be ordered at an amount not to exceed \$10 per person. Mr. Harmer will ask the TIC to help. The event will be held on December 19, 2013 at 3:30 p.m.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

Mr. Zichi updated the Board on Cheval East.

- Mr. Wills is supervising the sealing of pavers at the Dale Mabry gate.
- Their annual meeting was held where roof tiles were selected and three new Directors were elected.
- They would like a member of Cheval West to attend their meetings.
- They are using Post Orders to keep track of incidents.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests (Continued)**

Ms. Lencioni asked about Christmas lights. Mr. McClain stated he will put them up. There was discussion about having them professionally installed. Mr. Ricciardi and Mr. Vega will provide names of holiday lighting companies.

**ELEVENTH ORDER OF BUSINESS**

**Approval of Financials Dated October 31, 2013 and Greenacre Properties' Invoice**

The Board reviewed the financials and Greenacre Properties' invoice.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the Greenacre Properties invoice with miscellaneous charges of \$29.10 was approved.

Mr. McClain noted the \$6.00 record storage fee needs to be removed. He crossed off and initialed this portion of the contract when he signed it.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the previous motion was amended to approve the Greenacre Properties invoice removing the \$6.00 charge with miscellaneous charges totaling \$23.10.

Mr. McClain stated Greenacre Properties needs to refund the District \$6.00 monthly charges as of the beginning of the contract.

On MOTION by Mr. Hostler seconded by Mr. Gallagher with all in favor the financials were approved as amended.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Harmer with all in favor the meeting was continued to November 18, 2013 at 7:00 p.m. at the Cheval Athletic Club.

The continued meeting reconvened at 7:09 p.m. at the Cheval Athletic Club, 4142 Cheval Boulevard, Lutz, Florida.

The following was discussed:

- The CWCA opened and conducted their Annual Meeting.
- A resident requested the sidewalks by the dog park be pressure washed. Ms. Lencioni believes the area was missed in the past and they will look into it.
- A resident commented on FHP Officer Lopez and a traffic stop he was involved in. Ms. Lencioni asked Mr. Vega if they can change the officers scheduled. Mr. McClain

stated he is not sure the Board can do this. Mr. Vega will contact FHP to find out the process.

There being no further business,

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor the meeting was adjourned at 9:00 p.m.

  
\_\_\_\_\_  
Mark Vega  
Secretary

  
\_\_\_\_\_  
Lori J. Lencioni  
Chairperson