

**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, July 15, 2013 at 8:35 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

Also present were:

John Ricciardi	Severn Trent Services
Truett Gardner	Attorney
Tonja Stewart	Engineer's
Louise Brown	Greenacre Properties
Larry Rhum	Greenview Landscaping
Rohn Harmer	TIC
Margitta Blaha	Resident
Ronald Hembree	Resident
George Lash	Resident
Sal Zichi	Cheval East Resident

The following is a summary of the minutes and actions taken at the July 15, 2013 Cheval West CDD Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

**Approval of the Minutes of the
June 17, 2013 Meeting**

Ms. Lencioni stated each Board member received a copy of the minutes of the June 17, 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 June 17, 2013 meeting were approved as amended.

THIRD ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Will's report is included in the Community Association Manager's report.

B. Landscaper

Mr. Rhum reported the following:

- Excessive rain is causing fungus and chinch bug issues.
- The irrigation system has not been turned on for approximately six weeks due to rain. Electrical issues may occur when the system is turned on.
- The orange birds of paradise by the Lutz Lake Fern entrance will be cut back.
- Liquid fertilizer and fungicide are being sprayed.

C. Community Association Manager's Report

Ms. Brown reported the following:

- People were on site last Friday looking at the towers behind the Lutz Lake Fern gatehouse.
- The next landscape inspection is scheduled for July 18, 2013 at 9:00 a.m.
- Tampa Door and Hardware were on site and noticed a broken tile at the Ramblewood gatehouse, which needs to be replaced. Extra work is necessary to install the doors. Additional work will cost \$123. Mr. McClain questioned why the doors cost more.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with Mr. Gallagher, Mr. Hostler and Ms. Lencioni voting aye and Mr. McClain voting nay additional expenses to replace the doors at the gatehouses in the amount of \$123 were ratified.

- Cornerstone was repairing a sidewalk trip hazard on Chopin Drive. Three sections need to be replaced at a cost of \$200.
- Mr. Gallagher previously requested Ms. Brown look into restriping the stop bars at Avenue Simone and Avenue du Soleil. The Board requested quotes to restripe all necessary stop bars within the District.

- There was discussion regarding sod near the manhole by Chemille Road. It is not District property, but there is an easement. The Board will ask Ms. Stewart about the repairs.
- Mr. Gallagher asked about the street sign bases. Ms. Lencioni responded they looked at the bases during the last OLM inspection and discussed making the area around the bases wider to add mulch. There was also discussion about repainting the posts.
- Mr. Gallagher asked about the depression near the Lutz Lake Fern gate. A status update will be requested from Ms. Stewart.
- There was discussion about cleaning street signs. There is concern the letters may peel off.

FIFTH ORDER OF BUSINESS

Attorney's Report

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

- Traffic violation letters need to be sent by the CDD and not the CWCA.
- Outlook on the acquisition of TPC property remains positive; however, final decision is at their corporate level.
- There was discussion on letters to be sent to 19008 and 19010 Cour Estates regarding drainage issues.
- The insurance company which covers Theo's Construction is following up with an investigation.
- Mr. Gallagher asked for an update on TECO. Mr. Gardner reported he tried to contact representatives and no one responded. The Board requested a certified letter be sent.
- Mr. Gardner reviewed the iPad policy for use by Supervisors. Mr. Gallagher noted the CDD and the CWCA are two separate entities and the CWCA should be removed from the CDD iPad policy. Minor revisions were requested by the Board including changing *email* to *official email* and removing *CWCA*.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the iPad User Agreement was approved as revised by District counsel.

FOURTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart reported the following:

- Hillsborough County Public Utilities Department sent a notice stating the District is not in compliance with County Ordinance because backflow prevention is needed at the Lutz Lake Fern gatehouse. Gideons & Greco Plumbing Co., Inc. provided a quote totaling \$1,175. The Board requested a breakdown of charges including the manufacturer and part number.
- Ms. Stewart will have the contractor install sod near the manhole by Chemille Road at no cost to the District.
- The roadway depression near the Lutz Lake Fern gate is scheduled to be worked on July 19, 2013.
- Mr. Gardner noted Hillsborough County has not responded regarding the reclaimed water pipe they damaged on District property.
- Ms. Stewart agreed with Mr. Gardner's approach to leave the drainage issue at Cour Estates up to the two residents responsible for the damage.

SIXTH ORDER OF BUSINESS

Manager's Report

A. Follow-Up items

Mr. Ricciardi reported the following:

- A line item was added to the proposed Fiscal Year 2014 budget in the amount of \$1,200 for the website.
- Approved minutes are being sent to Mr. McClain and he is posting them on the website.
- Federal Express reimbursed the District \$3.20 for an incorrect residential delivery charge.
- A new agreement was signed with FHP and patrols are scheduled through December 20, 2013.
- The FHP report dated June 27, 2013 indicates a total of 17 violations cited.
- Greenacres submitted an invoice for printing, copies and postage in the amount of \$23.82.

On MOTION by Mr. Hostler seconded by Mr. Gallagher with Mr. Hostler, Mr. Gallagher and Ms. Lencioni voting aye and Mr. McClain voting nay additional charges from Greenacres in the amount of \$23.82 were approved.

B. Consideration of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank to Perform the Financial Audit for Fiscal Year 2013

The Board reviewed the engagement letter.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the Chair was authorized to sign the engagement letter with Berger, Toombs, Elam, Gaines & Frank for the Fiscal Year 2013 audit.

C. Review and Discussion of Tentative Budget for Fiscal Year 2014

Mr. Ricciardi reviewed the tentative budget for Fiscal Year 2014.

NINTH ORDER OF BUSINESS

**Approval of Financials Dated
June 30, 2013**

Mr. Ricciardi reviewed the financials and the following was discussed:

- The District collected 98.38% of its assessments through June 30, 2013.
- Mr. McClain asked why there were three Federal Express mailings in this month's financials instead of one. Mr. Ricciardi will look into the May 15, 2013 mailing.
- Mr. McClain questioned why the May 28, 2013 Verizon bill shows the previous balance as unpaid.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the financials were approved.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests

The following was discussed:

- Mr. McClain asked why the Chambord fountain is not working. Mr. Hostler stated it is working now.
- Mr. McClain stated the Board approved website expenditures at the June meeting. He asked if the Board wants to split costs evenly with the HOA as of January 2013.

On MOTION by Mr. Hostler seconded by Mr. Gallagher with Mr. Hostler, Mr. Gallagher and Ms. Lencioni voting aye and Mr. McClain abstaining, the motion previously passed by the Board at the June 17, 2013 meeting was amended to divide website costs with the CWCA effective January 1, 2013.

EIGHTH ORDER OF BUSINESS

Audience Comments

The following was discussed:

- Mr. Zichi provided an update on Cheval East.
 - They will be meeting with the County to discuss the road project for Van Dyke Road and County Line Road.
 - They have a meeting with the landscape architect.
 - The Roofing Committee will meet with the attorney to review a policy.
- Mr. Ricciardi presented the Board with a letter of resignation submitted by Ms. Castro.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor Ms. Castro's resignation was accepted.

- Ms. Castro's seat is vacant and the Board can appoint a resident to serve the unexpired term. Three residents expressed interest in serving on the Board: Ms. Blaha, Mr. Harmer and Mr. Hembree. There was Board consensus to post the vacancy, providing all residents with the opportunity to express interest.
- Commissioner Higgins ^{Hostler} wants to address the CWCA Board. Mr. McClain told him to attend the CWCA's Annual Meeting.

TENTH ORDER OF BUSINESS


Adjournment

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Gallagher with all in favor the meeting was adjourned.



 John Ricciardi
 Secretary



 Lori J. Lencioni
 Chairperson