

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

The recessed meeting of the Board of Supervisors of the Cheval West Community Development District held on Monday, August 19, 2013 was reconvened on Thursday, August 29, 2013 at 8:43 a.m. at Greenacre Properties, 4131 Gunn Highway, Tampa, Florida.

Present and constituting a quorum were:

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|------------------|---------------------|
| Lori J. Lencioni | Chairperson |
| Tim McClain | Vice Chairman |
| Daniel Gallagher | Assistant Secretary |

Also present were:

| | |
|-------------------|-----------------------|
| John Ricciardi | Severn Trent Services |
| Truett Gardner | Attorney |
| Louise Brown | Greenacre Properties |
| Paul Wills | Community Services |
| Rohn Harmer | TIC |
| Sal Zichi | Cheval East Resident |
| Several Residents | |

The following is a summary of the minutes and actions taken at the August 29, 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.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
July 15, 2013 Meeting**

Ms. Lencioni stated each Board member received a copy of the minutes of the July 15, 2013 meeting and requested any corrections, additions or deletions.

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

SECOND ORDER OF BUSINESS

Audience Comments

The following was discussed:

- Several residents addressed the Board regarding drainage issues at Cour Estates.

- Mr. Gardner reviewed the history of inspections, evaluations and repairs at Cour Estates. He explained the storm drain was filled and capped at some point.
- Ms. Johnson expressed safety concerns during flooding because water gets two to three feet high. Residents cannot leave their properties.

FIFTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Wills reported the following:

- The Ramblewood Community Services employee took a call on Sunday without asking for a resident pin number and allowed access to 18609 Chemille Road. This person attempted to break into the property. The homeowner is requesting reimbursement for a broken window, which US Securities is considering. Mr. Wills followed up with his staff and reiterated they must ask for pin numbers before granting access.
- Cash and other items were stolen from cars left unlocked.
- The Chambord exit gates were not closing. The loops were adjusted and the gates are working.
- Verizon replaced SIM cards and rebuilt the circuit after lines were down.
- The lift stations are being converted and will have a communication system, which sends out a signal to the water station if there are issues.
- The Chambord gate entrance was painted.
- The tot lot equipment was pressure washed.
- There was discussion regarding gate malfunctions. Mr. McClain suggested installing a server. Mr. Wills stated US Securities has new gate access software it provides to customers at no charge. Mr. McClain will look at the software.
- Mr. McClain suggested commercial soap and paper towel dispensers for gatehouse bathrooms.

B. Landscaper

There not being any, the next item followed.

C. Community Association Manager's Report

Ms. Brown reported the following:

- Yellow Jacket nests were removed.

- Proposals for annuals were submitted. Ms. Lencioni will review.
- The employees working at the gatehouses are pleased with the new doors.
- Parking Lot Services submitted a proposal to restripe stop bars at a total of \$4,714. Ms. Brown will obtain additional proposals and bring back to the next meeting.
- Enrique the handyman will provide his insurance information. He quoted \$60 per hour to wash and paint the street poles. Ms. Brown requested a formal proposal and will also obtain a proposal from All American.
- A resident complained about the tot lot. The equipment is old. Ms. Stewart obtained proposals from Florida Play Structures to renovate the tot lot. There are three options costing \$3,245, \$14,395 and \$73,454. Another company looked at the equipment. They recommend removing the old equipment and installing a new playground.

On MOTION by Mr. Gallagher seconded by Mr. McClain with all in favor removal and disposal of the playground at a cost not to exceed \$1,500 was approved.

- Mr. Gallagher asked about the Lutz Lake Fern landscape lights. Ms. Lencioni will work on this with Ms. Brown.

SIXTH ORDER OF BUSINESS

Engineer's Report

A. Backflow Proposal

This item will be discussed under the Manager's Report.

B. Cour Estates Drainage Issues

This item was discussed under Audience Comments.

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt the Budget for Fiscal Year 2014 (Resolution 2013-3) and Levy of Non Ad Valorem Assessments (Resolution 2013-4)

Mr. Ricciardi declared the public hearing open and the following was discussed:

- The modified tentative budget includes a line item for *Miscellaneous Web Hosting* in the amount of \$1,200 and *Operating Supplies-General* was reduced to \$3,800.
- The budget keeps assessments at the same rate as Fiscal Year 2013.
- The Board reviewed the budget and increased *Capital Outlay-Recreational Improvement* to \$50,000 changing the *net change in fund balance* to \$62,552.

- The floor was opened to public comments. Mr. Harmer complemented the Board on their fiscal responsibility.
- The public hearing was closed.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor Resolution 2013-3, adopting the budget for Fiscal Year 2014 with changes made, was adopted.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor Resolution 2013-4, levying non ad valorem assessments for Fiscal Year 2014, was adopted.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Follow-Up items

Mr. Ricciardi reported the following:

- The FHP reports indicate the following:
 - July 15, 2013 – 9 violations.
 - July 25, 2013 – 15 violations.
 - August 6, 2013 – 11 violations.
 - August 26, 2013 – 9 violations.
- An 18 month CD matured on August 13, 2013 with a principal amount of \$150,000 and was reinvested. Mr. Ricciardi will notify the Board of the current rate.
- A breakdown of water bills was provided showing a decrease in charges.
- The Board reviewed the backflow proposal from Gideons & Greco Plumbing Co., Inc. Mr. McClain received a lower quote from another plumber.

On MOTION by Mr. Gallagher seconded by Mr. McClain with all in favor backflow repairs were approved at an amount not to exceed \$750.

SEVENTH ORDER OF BUSINESS

Attorney's Report

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

- A letter was sent to Heritage Propane regarding removal of propane tanks.
- Hillsborough County engaged a third party administrator to review expenses resulting from the damaged water pipe.

- Theo's Construction's insurance denied the claim for damages. Mr. Gardner will follow up. The Driver's insurance coverage is capped at \$10,000.
- A copy of the revised iPad Policy was provided to the Board.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the revised iPad Policy was approved.

- State Legislation changes now require vendors to keep records subject to the Public Records Act. There is also a requirement for public comments to be accepted prior to official action being taken by the Board.

There was a brief recess and the meeting was reconvened.

EIGHTH ORDER OF BUSINESS **Manager's Report (Continued)**

B. Meeting Schedule for Fiscal Year 2014

The Board reviewed the proposed meeting schedule.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the meeting schedule for Fiscal Year 2014 was approved as presented.

NINTH ORDER OF BUSINESS **Supervisors' Requests**

There not being any, the next item followed.

TENTH ORDER OF BUSINESS **Audience Comments**

Mr. Zichi provided a brief update on Cheval East. He noted Precision Sidewalk increased their prices. Cheval East will host a 5K run.

ELEVENTH ORDER OF BUSINESS **Approval of Financials Dated
July 31, 2013**

The Board reviewed the financials and the following was discussed:

- There was discussion regarding Greenacres' extra charges.
- Mr. McClain questioned why Verizon charges \$22.24 for *Federal Subscriber Line* on one bill and only \$6.00 on another line. He also noted their paying to restrict long distance calls. Mr. Ricciardi will look into a better plan with unlimited long distance.
- The Board questioned whether they were double charged for services by Stantec. They will ask Ms. Stewart at the next meeting.


On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the financials were approved including payment of Greenacre Properties' invoice in the amount of \$49.82.

TWELFTH ORDER OF BUSINESS


Adjournment

There being no further business,

On MOTION by Mr. Gallagher seconded by Mr. McClain with all in favor the meeting was adjourned for a closed session.



John Ricciardi
Secretary



Lori J. Lencioni
Chairperson