

**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, February 17, 2014 at 8:36 a.m. at Greenacre Properties, 4131 Gunn Highway, Tampa, Florida.

Present and constituting a quorum were:

Lori 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
Truett Gardner	Attorney
Tonja Stewart	Engineer
Louise Brown	Greenacre Properties
Larry Rhum	Greenview Landscaping
Tracy Willsie	Resident
Peggy Wheeler	Resident

The following is a summary of the discussions and actions taken at the February 17, 2014 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
January 20, 2014 Meeting**

Ms. Lencioni stated each Board member received a copy of the minutes of the January 14, 2014 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. McClain seconded by Mr. Gallagher with all in favor the minutes of the January 20, 2014 meeting were approved as amended.
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SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Ms. Wheeler distributed a letter and addressed the Board regarding maintenance of the conservation area located off of Avenue du Soleil adjacent to her property. She requested the Board consider assisting with maintenance of this area. Mr. Gardner will look into options.

FOURTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

There being no report, the next item followed.

B. Landscaper

Mr. Rhum reported the following:

- The trees were replaced at the Lutz Lake Fern entrance.
- Deer continue to eat flowers at the Lutz Lake Fern entrance. Several deer repellants have been used, but they continue to come back.
- Mr. McClain addressed irrigation running when it is raining. Mr. Rhum reviewed how irrigation issues are addressed.
- Mr. Gallagher asked how long irrigation is supposed to run. Mr. Rhum responded spray zones run 15 to 20 minutes and rotor zones run for an hour.
- Mr. Gallagher stated there is dead grass on the island near Van Dyke Road. It was explained the area is County responsibility. Mr. Rhum will look into costs of clearing the area twice a year.
- Mr. Hostler asked if the shrub removed behind the Lutz Lake Fern gate will be replaced. It will be replaced.

C. Community Association Manager's Report

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

- The Oleanders along Lutz Lake Fern Road will be cut back by a third. Ms. Lencioni stated this is necessary.
- Mr. McClain updated the Board on the barcode system.
- Mr. Harmer brought this issue up at the Cheval East meeting and they agreed to cooperate. Mr. Isaac Mallah was assigned to head this project for Cheval East.
- Mr. Hostler stated the Lutz Lake Fern gate should be the main gate because the Dale Mabry gate does not allow access to commercial vehicles.

- There are sidewalk trip hazards at the tot lot as well as at TPC Boulevard and Rue Vendome. Mr. Gallagher requested 5516 Avnuc du Solcil be looked at as well. He said the foam did not work. Mr. McClain mentioned another area in Cognac Circle. Ms. Brown will identify areas and obtain quotes.
- There was discussion regarding 19010 Cour Estates. Emails from the new owner requesting project details were included in the report. Inquiries delayed the beginning of the project to February 19, 2014.

SIXTH ORDER OF BUSINESS

Attorney's Report

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

- A follow up letter was sent to Theo's Construction providing ten days to pay the difference.
- Mr. Prince is no longer with Heritage Propane. Mr. Gardner sent correspondence between him and Mr. Prince to the secretary so it can be forwarded to the appropriate person in the organization. The Board requested a formal letter be sent if there is no progress with this issue.

SEVENTH ORDER OF BUSINESS

Manager's Report

A. Follow Up Items

Mr. Vega reported the following:

- Bank of America credit cards can be set up within two business weeks for the District; however, they need to secure the credit with someone's name and social security. The Board requested Mr. Vega look into a prepaid credit card.
- He explained the invoice in question at the last meeting was paid in full based on the motion made. Going forward all invoices will be reviewed by Mr. Vega for approval of payment.
- The Verizon bills did not provide details. They can provide details, but there is a six dollar monthly charge. Mr. McClain noted details can be viewed online at no charge.
- US Securities provides a gas card to use on vehicles for the District. There was an issue with the gas card and the Cheval East card had to be used to fill a Cheval West vehicle. The \$50 charge questioned at the last meeting was to reimburse Cheval East.
- Sergeant Hobbes filled in for Officer Lopez. Mr. McClain requested FHP focus on vehicles not stopping at the Ramblewood exit gate.

FIFTH ORDER OF BUSINESS

Engineer's Report

The following was discussed:

- Ms. Willsie reviewed a proposal from Florida Playstructures to install plastic border timbers for \$810 and remove tree roots, and reinstall existing timbers for \$975. This total remains under the budget previously approved by the Board. There was Board consensus to move forward with the proposal.
- Ms. Stewart is looking into asphalt pricing for Maisons Drive.
- The second report was submitted to DEP for the District's permit.
- She provided the Board with an assignment of agreement acknowledging the agreement with Wilson Miller was assigned to Stantec with a \$145 hourly rate for Ms. Stewart. This was previously approved by the Board.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

The following was discussed:

- Mr. Harmer informed the Board of a shared community project discussed at the Cheval East meeting to provide document shredding to all Cheval residents. Mr. Zichi was not able to attend the meeting, but he provided Mr. Harmer with quotes. The total cost for one truck for two hours is \$400. The Board agreed each person should be limited to two boxes.
- Mr. Harmer reported on the presentation for a new development located near the church off of Van Dyke Road and Dale Mabry.
- Mr. Hostler discussed traffic issues at the Ramblewood gate exit when someone pulls over to ask a question at the guardhouse. The guard waves people to go around, but there is not enough room. This causes vehicles to drive onto the landscaping. The guards need to direct people to park their vehicles and walk up to the gate.
- Mr. McClain mentioned the pictures Ms. Brown sent of the gate arms being put up. He clarified the direction was for the vendor to install the Lutz Lake Fern gate arms because they are more complicated and for Community Services to install the ones at Ramblewood.
- There was discussion regarding Community Services during Mr. Wills' absence.

NINTH ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

**Approval of Financials Dated
January 31, 2014 and Greenacre
Properties' Invoice**

The Board reviewed the financials and Greenacre Properties' invoice.

- Mr. McClain requested Mr. Vega look into Federal Express charges for three packages.
- Mr. McClain asked about a cut cable repair at Ramblewood and landscape lighting transformer repairs from Night Lights, Inc.
- Mr. McClain questioned an invoice from Severn Trent Services for assessment roll services. Mr. Vega explained it is an annual charge for assessment preparations for the County.
- Mr. Vega informed the Board accounting is looking to possibly move the money market accounts with Florida Shores Southwest and Bank United to a money market account with Florida Community Bank for a higher interest yield. A 12 month CD is expiring soon. A 12 month CD is currently at .65% and an 18 month CD is at .68%. There was Board consensus to put it in an 18 month CD.
- Ms. Lencioni asked if the District will be able to withdraw all funds from the SBA accounts. Funds will be pulled as they become available.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the financials and Greenacre Properties' invoice were approved.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the meeting was adjourned at 10:29 a.m.



Mark Vega
Secretary



Tim McClain
Vice Chairperson

Lori J. Lencioni