

**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, June 16, 2014 at 8:32 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 |
| Scott Hostler | Assistant Secretary |
| Rohn Harmer | Assistant Secretary |

Also present were:

| | |
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| Mark Vega | District Manager |
| Truett Gardner | Attorney |
| Tonja Stewart | Engineer |
| Shelly Bramm | Greenacre Properties |
| Mary Ann Luallen | Greenacre Properties |
| Luke Brant | US Security |
| Earl Burley | Resident |
| Cindy Cacciatore | Resident |
| Bill Hazlett | Resident |
| George Lash | Resident |
| Sandy Murray | Resident |
| Don Weir | Resident |
| Sal Zichi | Cheval East Resident |

The following is a summary of the discussions and actions taken at the June 16, 2014 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Lencioni called the meeting to order and all Supervisors were present.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There not being any, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
May 19, 2014 Meeting**

Ms. Lencioni stated each Board member received a copy of the minutes of the May 19, 2014 meeting and requested any corrections, additions or deletions.

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 May 19, 2014 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

The following was discussed:

- A total of 3,500 pounds of old paperwork going back to 1999 for Cheval East and Cheval West, which was in the attic, was shredded. A bill was incurred in the amount of \$554.40. Mr. Wills asked if the District is willing to pay a portion of the bill. Ms. Lencioni suggested paying half of the bill. Mr. McClain stated he received a bill to pay half of the costs for the CWCA, which he has not approved yet. It was clarified this falls under the CDD.

On MOTION by Mr. Harmer seconded by Mr. Gallagher with all in favor payment for half of the shredding costs was approved for a total amount of \$277.20.

- There was discussion relating to issues with 6105 Savoy Circle. This falls under the purview of the CWCA.
- There have been no vandalism issues.
- Mr. McClain questioned how landscape lighting at the Ramblewood Gate is activated. Mr. Wills responded it is on a photocell.
- Mr. McClain noted the flag pole and the back of the Ramblewood gatehouse were lit when he left this morning around 8:10 a.m. He expressed concern the rover did not notify anyone the lights were on. Mr. Wills will address this issue with the rovers.
- Ms. Lencioni asked if Community Services can handle gate issues or if they have to contact Mr. McClain. Mr. Will responded he can address most issues excluding computers.

B. Landscaper

There not being any, the next item followed.

C. Community Association Manager's Report

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

- The OLM inspection was conducted on May 22, 2014. The grade was 94.5% and the next inspection is scheduled for June 19, 2014. Mr. Harmer indicated he will attend the inspection.
- The sidewalk trip hazard identification project is approximately 60% complete. Bids are being obtained from six different companies. Unassigned funds can be used from this year's budget or it can be addressed under the Fiscal Year 2015 budget. Mr. McClain prefers this be addressed under the Fiscal Year 2015 budget.
- She is waiting on a status update from Ms. Stewart for the tot lot so mulch can be installed.

FIFTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart provided her report under the eighth order of business.

SIXTH ORDER OF BUSINESS

Attorney's Report

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

- Heritage Propane has a new Operations Manager who communicated they will follow up with tank removals. He was provided with Ms. Bramm and Mr. Wills contact information so he can coordinate a site visit to evaluate and schedule removal.
- He met with Mr. Higginbotham to discuss parking on 5512 Lutz Lake Fern Road. The County is in the process of addressing the situation and Mr. Higginbotham expressed gratitude for bringing it to their attention. He is willing to attend a meeting to discuss any issues the Board may have.

SEVENTH ORDER OF BUSINESS

Manager's Report

A. Follow Up Items

Mr. Vega reported the following:

- He reminded Mr. Hostler and Mr. McClain their terms expire in November and the qualifying period begins June 16, 2014 at noon and ends June 20, 2014 at noon.

- An amendment renewing the contract with Severn Trent Services for two years was presented to the Board. Federal Express charges were removed and assessment roll services were decreased. Fax charges were removed from the contract as well.

On MOTION by Mr. McClain seconded by Mr. Gallagher with all in favor the contract renewal with Severn Trent Services was approved.

B. Review and Discussion of the Fiscal Year 2015 Budget

The Board reviewed the Fiscal Year 2015 budget and the following changes were made:

- The assigned fund balance for *Gatehouse/Equipment* was increased to \$30,000.
- Mr. Hostler will obtain proposals for holiday lighting to budget accordingly.
- Mr. Vega will look into reports for *telephone, operations supplies-gatehouse* and *operation supplies-vehicle* and email to the Board.

EIGHTH ORDER OF BUSINESS

Old Business

A. Chemille Safety Project

The following was discussed:

- Mr. Harmer reviewed discussions by the TIC regarding residents' concerns over removal of stop signs.
- The TIC suggests holding a public meeting once the safety project is complete with input from a transportation engineer.
- Mr. Harmer reviewed data obtained by the TIC and Mr. Wills. He spoke with someone in the County who recommended a warrant study.
- The following was read into the record. *It is moved that the CDD Board approve a certain amount of dollars for a traffic warrant study with a qualified license professional transportation firm. Such a warrant study will include an evaluation of the safety of Chemille Roadway from TPC Boulevard to the Ramblewood gatehouse. Furthermore, no public meeting regarding this matter shall be held until the warrant study is completed and the license professional transportation engineer who conducted the study can present this information at a public meeting to explain the results of this study.*

- Ms. Stewart solicited proposals for a warrant study and received two. Stantec quoted \$9,100 and Grimail Crawford quoted \$8,500. She needs to verify whether Stantec incorporated their cost of meetings in the proposal.
- Mr. McClain questioned charges for 37.5 hours of surveying. Ms. Stewart responded the control points were pre-surveyed prior to the roadway work and have to be set back after the roadway work. Mr. McClain asked if the District was ever billed like this for previous roadway work. Ms. Stewart responded this is the first time. The previous work required survey that Ms. Stewart was not aware of. Mr. McClain noted the Board was not aware prior to the work being done and was billed without Board approval. Ms. Stewart will provide the Board with a full report.
- Mr. McClain asked for an update on drainage at Cour Estates. It was reported there have been no issues since the repair project.
- Mr. Hostler discussed the development of the community and questioned whether Cheval West would have been developed as it is with the existing traffic patterns as they currently are. He stated the warrant study will provide a snapshot of one road. He thinks the root cause needs to be found. It seems to him this is a piecemeal approach to a comprehensive long term problem.
- Ms. Stewart pointed out several factors and dynamics change.
- There was further discussion regarding the warrant study.

Mr. Harmer MOVED to approve expending \$8,500 for a traffic warrant study from a qualified license professional transportation consultant firm with the warrant study including evaluation of safety of Chemille Road from TPC Boulevard to the Ramblewood gatehouse and that no public meeting regarding this matter shall be held until the completion of the traffic warrant study and the licensed professional transportation engineer can be present at a public meeting to explain the results, and Mr. Gallagher seconded it.

- Mr. Burley does not think the warrant study will help. He stated there are no simple solutions to speeding issues that will satisfy residents, are effective and meet good engineering standards. He suggested removable speed humps.
- Mr. McClain does not want to spend money on experts because they do not guarantee their work. He prefers to spend the money on other solutions. Mr. Hostler concurred.

- Mr. Gallagher feels there is too much emotion involved with this issue and there is a lack of objectivity.
- Mr. Harmer stated everyone has opinions on traffic. He feels the Board will be seen as reactionary and not objective without a study.

On VOICE vote with Mr. Gallagher and Mr. Harmer voting aye and Mr. Hostler, Ms. Lencioni and Mr. McClain voting nay, the previous motion failed to pass.

ELEVENTH ORDER OF BUSINESS

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

The Board reviewed the financials. Mr. McClain noted the air conditioning thermostat installed for \$120 could have been purchased for less.

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

NINTH ORDER OF BUSINESS

Supervisors' Requests

The following was discussed:

- Mr. Harmer addressed wild pig nuisance issues and questioned whether CDDs take on the responsibility to address wildlife issues. Mr. Vega stated CDDs usually only get involved when it affects their property.
- Mr. Hostler addressed complaints regarding the new waste refuse pick up service.

TENTH ORDER OF BUSINESS

Audience Comments

The floor was opened to audience comments:

- Mr. Burley asked about the gate by his house where all the noise comes through. It was supposed to be blocked, but the County stopped it.
- Mr. Burley stated the lake behind his house is in poor condition. Ms. Bramm will follow up.

NINTH ORDER OF BUSINESS

Supervisors' Requests (Continued)

- Mr. Hostler spoke with a family using the tot lot. They were not residents and mentioned they saw the tot lot on a County list of public parks.

- Mr. Hostler stated there is a renewed interest in holding meetings closer to the community. He requested permission to obtain preliminary information from areas closer to Cheval West. There was no opposition from the Board for Mr. Hostler to work with Mr. Burley to obtain information.
- Mr. Hostler questioned the reason for having two different accounting methods for the CDD and the CWCA. Mr. Vega explained the CDD has to use government accounting principles.
- Mr. Hostler requested the CWCA financials be uploaded to the Dropbox.

TWELFTH 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.



Mark Vega
Secretary



~~Lori J. Lencioni~~ Tim McClain
Vice-Chairperson