

**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 Thursday, October 15, 2015 at 9:00 a.m. at the Cheval Golf and Country Club - Sunset Room, 4310 Cheval Blvd, Lutz, Florida.

Present and constituting a quorum were:

Rohn Harmer	Chairman
Lori Lencioni	Vice-Chairperson
Scott Hostler	Assistant Secretary
Ronald Nagy	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	Attorney
Tonja Stewart	Engineer
Shelly Bramm	Greenacre Properties
Paul Wills	Community Services
Scott Leroy	Fieldstone
Angie Mason	Fieldstone
Several Residents	

*The following is a summary of the discussions and actions taken at the October 15, 2015 Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
September 17, 2015 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the September 17, 2015 meeting and requested any corrections, additions or deletions.

The Board made one change, which will be incorporated in the amended copy of the minutes.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor the minutes of the September 17, 2015 meeting were approved as amended.

**FOURTH ORDER OF BUSINESS**

**Field Staff Reports**

**A. Community Services**

Mr. Wills reported the following:

- They have switched over to dwellingLive as of October 12<sup>th</sup> and the system is going well. The only issue is that printouts of the reports can be 200 to 300 pages. The main gate has an average of 1,700 to 2,000 people being scanned within a 24 hour period, Lutz Lake Fern gate averages 700 to 800 people and the Ramblewood gate averages 400 to 450 people.
- There were a few glitches with some of the equipment, which he was able to work out with dwellingLive technical support.
- There were a few issues with non-resident guests not wanting their licenses scanned.
- One resident, whose barcode was turned off due to unpaid HOA fees, became angry and called the Hillsborough County Sheriff's Department. The Deputy notified him it is the policy and commented on the inappropriateness of his treatment of the gate attendants.
- One of the hand scanners had to be replaced. It was under warranty.
- The telephone entry scanner at Chambord has been down for approximately three to four weeks. The part is on backorder and is expected to be in next week.
- There have been complaints about people entering Chambord and parking issues. A rover is dedicated to Chambord every morning from 7:00 a.m. to 8:30 a.m. and then in the afternoon from 2:00 p.m. to 3:45 p.m.
- During the data conversation to dwellingLive it was noticed that the correct owners of many homes were not displayed in the system. 70% of the information in the database has been corrected and they are continuing to correct the information.
- There have been issues with people without barcodes not wanting to show their drivers' licenses. He asked the Board how they want staff to handle nonresidents who do not have or want to show their drivers' licenses. Mr. Harmer indicated they are working on a handout of the transition process to help the gate attendants.

- There was discussion regarding issues with one particular resident being offensive with the gate attendants. He requested District Counsel send a nuisance letter.
- The Board and Mr. Wills addressed concerns from several Chambord residents regarding the gate being down.
- Ms. Goodwin questioned whether the District is paying for long distance calls every time dwellingLive calls the residents. Mr. Wills will verify the District is not paying for long distance calls.
- Ms. Bramm stated a resident purchased a motorcycle and she informed the resident that barcodes are not issued to motorcycles. She could not find the policy explaining the reason for this. Ms. Lencioni explained there is no room to place a barcode on a motorcycle and if one is issued the barcode can be used by someone else.

#### **SIXTH ORDER OF BUSINESS**

#### **Attorney's Report**

Mr. Gardner discussed the following:

- Mr. Gordon Lownds, owner of the property associated with Pink Tati, LLC, has filed a personal lawsuit against Mr. Nagy. Mr. Gardner does not want the Board to become involved with this litigation. The issues associated with the lawsuit occurred prior to Mr. Nagy being on the Board.
- Ms. Lencioni stated she has an issue with someone being on the Board who can possibly bring the community into a litigious situation. She asked Mr. Nagy to consider possibly stepping down from the Board.
- Mr. Nagy stated he retained representation from Macfarlane Ferguson & McMullen and was advised there is no legal problem with respect to him continuing to function as a Board member. If any issues come before the Board regarding this property, he will recuse himself. He is confident he can continue in his capacity as a Board member.
- Mr. Hostler mentioned he has had complaints filed against him with the Attorney General's office. Every time someone has a trivial complaint they can drive anyone off of the Board.
- Mr. Gardner noted Ms. Lencioni is right in that there is a difference between someone filing a complaint against someone who is already sitting on the Board than someone

who is acting individually and then later comes on the Board. They just have to be careful with keeping private actions separate from Supervisor actions.

**FOURTH ORDER OF BUSINESS**

**Field Staff Reports**

**B. Landscaper**

Mr. LeRoy provided a landscaping update and the following was discussed:

- Ms. Lencioni needed clarification on some of the proposals with regard to OLM's suggestions.
- They had their first inspection and are not pleased with the score of 83% they received.
- Improvements are being made from the condition the property was in, but it will take time.
- They need to get irrigation working before they can fertilize and install turf.
- Ms. Bramm received irrigation proposals and reviewed past repairs. Expenses were less than \$1,000 in the last 19 months. She does not know if the irrigation was not being checked regularly or if it went bad recently.
- Mr. LeRoy noted there were a lot of *Band-Aid* repairs on the irrigation.
- Mr. Harmer stated the eight irrigation proposals submitted add up to an approximate total of \$5,000.
- There was discussion regarding a preapproved amount for necessary repairs. Ms. Mason noted any basic repairs such as sprinkler heads or dripline breaks are automatically repaired and then billed. Ms. Lencioni noted they will have to provide proof the repair was needed.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor expenses for emergency irrigation repairs were pre-approved at a cost not to exceed \$250.

- Ms. Mason stated the total of all the irrigation proposals is \$5,299.92.

On MOTION by Mr. Hostler seconded by Ms. Lencioni with all in favor the irrigation proposals were approved at a cost not to exceed \$5,300.

- The Board reviewed proposals for the Chambord hedges. Ms. Lencioni noted they want the proposal with the Bougainvilleas installed where they will grow along the chain link fence and they do not want the Brazilian Pepper trees removed. Mr. Harmer requested Ms. Lencioni meet with the landscapers to go over the plans.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor landscape renovations along the Chambord chain link fence at a cost not to exceed \$5,000 were approved.

- Mr. LeRoy asked the Board to consider full payment in spite of the OLM performance grade being that they just took over landscape maintenance.

On MOTION by Ms. Lencioni seconded by Mr. Nagy with all in favor the performance portion will be paid to Fieldstone based on negating that cost with what was held back from the previous contractor so there is no increase in the budget.

*The record will reflect Ms. Lencioni left the meeting.*

- A resident noted there is overgrowth on the walkways from the Ramblewood gate to the Lutz Lake Fern gate.
- Ms. Bramm discussed the island leading up to the Lutz Lake Fern gate with birds of paradise. The birds of paradise are trimmed regularly, but still block visibility. She asked if there were any objections to removing every other one and replacing it with jasmines. There was no objection due to the fact it is a safety issue.

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

- **Tot Lot Repairs**

Ms. Bramm reviewed her report and discussed the following:

- The two benches and picnic tables at the tot lot need to be replaced. Information was previously provided to the Board. Mr. Harmer suggested removing the two old picnic tables and replacing them with one large hexagon table. The benches are \$500 each and the table is \$920.

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the purchase of two benches and one table for the tot lot at a cost not to exceed \$2,000, including shipping, was approved.

- The mulch for the tot lot was previously approved and Ms. Bramm is working on replacing the chains with stainless steel ones that will not rust.
- The resident at 6105 Savoy Circle contacted Ms. Bramm and insisted his attorney's opinion is that it is the District's responsibility to repair the depression near his driveway. Ms. Bramm suggested his attorney contact District Counsel. Mr. Gardner emailed the head of code enforcement on this issue and they indicated they are fine. They just want to be updated on it.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

There being no report, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Attorney's Report**

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

- Ms. Bramm met on site with Mr. Troy Singer of Heritage Propane. Mr. Singer followed up with an email and Mr. Gardner requested clarification from Ms. Bramm on two of the tanks.
- Ms. Bramm explained all, but one or two tanks are completely empty. The tanks are 15 to 18 feet long. They typically fill the tanks with water and place dirt with sod over them. There is at least one that still has gas and they want to remove the gas. One or two are at the edge of someone else's property. The others are located within common property and not near anyone's personal property.
- Mr. Gardner confirmed evacuation of the tanks is standard practice. Mr. Gardner needs to confirm coverage of payment to remove or evacuate the tanks.
- Mr. Gardner continues to have discussions with Commissioner Higginbotham regarding 5512 West Lutz Lake Fern Road and requested to be copied on any correspondence or meetings on this subject.
- There is a public hearing on November 16<sup>th</sup> regarding a special use permit for land excavation on the north and south sides of Lutz Lake Fern road, a quarter mile west of the Suncoast Parkway. Mr. Gardner requested a copy of the full package to see if there is a site plan showing the areas. If their plans are to tweak what they have on the north side, there is no issue, but there is concern if they will be encroaching on the south side. Mr. Gardner will review the plans when he receives them. If District representation is necessary at the public hearing, he and Mr. Hostler will attend.

**SEVENTH ORDER OF BUSINESS**

**CDD Manager's Report**

**A. Follow-up Items**

There being none, the next item followed.

**B. Motion Assigning Fund Balance for Fiscal Year 2015**

Mr. Vega reviewed the proposed motion to assign the fund balance for Fiscal Year 2015 for auditing purposes.

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the fund balance for Fiscal Year 2015 was assigned as presented.

**EIGHTH ORDER OF BUSINESS**

**Old Business**

**A. Golf Cart Policy – Don Weir and Rohn Harmer**

This item was tabled.

**NINTH ORDER OF BUSINESS**

**New Business**

**A. Renovation of Landscaping at Ramblewood – Lori Lencioni**

Mr. Harmer reminded the Board they are still looking into renovating landscaping at the Ramblewood gatehouse. No action has been taken.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests**

The following was discussed:

- Mr. Hostler expressed frustration that the Board needs to consider stockpiling spare parts for the gates because the provider does not have an inventory they can draw from. It is not reasonable to wait a month for a part.
- Ms. Bramm stated it is more of a dwellingLive issue than the vendor hired by the District.

**ELEVENTH ORDER OF BUSIENSS**

**Approval of Financials Dated September 30, 2015 and Greenacre Properties Invoice**

Mr. Vega reviewed the financials and indicated 99.64% of the non-ad valorem assessments have been collected. This is due to one property that is in bankruptcy.

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

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

The following was discussed:

- Mr. Burley asked if the Board is going to do something about the gate at St. Laurent Drive. He requested the Board reconsider doing something to cover the visibility of the homes on that street. Mr. Gardner explained there was discussion at the last meeting where it became unwieldy to vacate it because of utilities being located there. It would require rezoning. The County is opened to the idea of leaving it as is and doing something to block the visibility, which is something the Board is amenable to. Ms. Bramm will obtain a quote for fencing.
- A resident provided an update on the parking situation after discussions he had with the TPC Golf General Manager. He recognizes there is a problem, but feels it is a CDD issue. He would like to meet with someone from the Board to discuss options. Mr. Harmer agreed to meet with him. The resident also indicated there is still an issue with parking on Terrain de Golf.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Harmer noted the next meeting was rescheduled to November 17, 2015 at 9:00 a.m.

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the meeting was adjourned at 11:14 a.m.



Rohn Harmer  
Chairman