

**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, August 18, 2016 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	Chairperson
Lori J. Lencioni	Vice Chairperson
Tim McClain	Assistant Secretary
Ronald Nagy	Assistant Secretary
Scott Hostler	Assistant Secretary

Also present were:

Mark Vega	District Manager
Stephen Gardner	Attorney
Shelly Bramm	Greenacre Properties
Paul Wills	Community Services
Angie Mason	Fieldstone
Several Residents	

The following is a summary of the discussions and actions taken at the August 18, 2016 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Harmer 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
July 21, 2016 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the July 21, 2016 meeting and requested any corrections, additions or deletions.

Corrections were noted and will be included in the approved minutes.

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the minutes of the July 21, 2016 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt Fiscal Year 2017 Budget

Mr. Vega suspended the regular meeting and opened the public hearing to consider adoption of the Fiscal Year 2017 budget.

The proposed FY 2017 Budget was presented for review.

- The original high water mark set for the TRIM notice was 5%.
- An adjustment to the following reserve line items is requested to achieve a 2% budget increase.
 - Capital Outlay - reduce from \$56,000 to \$43,000
 - Reserves for the Gate House – reduce from \$30,000 to \$20,000
- The budget presented for adoption shows an increase of 2% to cover sidewalk and road repair costs.

There being no further questions or comments from the public, the public hearing was closed and the regular meeting reconvened.

A. Resolution 2016-3, Adopting the Budget

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor Resolution 2016-3 Adopting the Budget for the Fiscal Year Beginning October 1, 2016; and Ending September 30, 2017, and Referencing the Maintenance and Benefit Special Assessments to be Levied by the District for said Fiscal Year was adopted with a 2% increase as modified.

B. Resolution 2016-4, Levying Non-Ad Valorem Assessments

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor Resolution 2016-4, Levying Non-Ad Valorem Maintenance Assessment for FY 2017 was adopted.

FIFTH ORDER OF BUSINESS

Field Staff Report

A. Community Services

Mr. Wills provided the following update:

- Report of a missing ladder; resident assumed responsibility for leaving it outside and did not want to file a report with the Sheriff's Department.
- Patrol has been increased.
- A spot check at 5512 Lutz Lake Fern Road was performed and there were no cars parked in the area during school.
- Storm drains are working well.
- Met with the Sherriff and requested specific crime rate numbers in the District.

The following information was obtained:

- Crime rate is 41% lower than the national average.
- Cheval West is 56% safer than other cities in the USA.
- In Cheval West you have a 1 in 50 chance of being a victim of any crime.
- There have been no murders reported in the area.
- Chambord Gate system is running good, there are no issues to report.
- All equipment is running well.
- There have been no issues related to school drop offs.
- Resident reported the following concerns:
 - People are not adhering to the speed limit.
 - People are not stopping at stop signs.
 - Suggested installation of a stop sign at St. Laurent Drive and Chemille Drive
- Resident inquired about patrol of the area and discussion followed.
- Resident questioned having a yield sign near entrance way to the golf course.

B. Landscaper

Ms. Mason provided the following update:

- Focus is on treating fungus, turfs, and weeds.
- Working to reduce occurrence of fire ants.
- There is continual monitoring of the irrigation system.

- Fieldstone received a 93% score from OLM in July and an 88% score in August. 87% is the lowest score you can receive without being penalized and hopefully September, October and November scores will be much better.

The following was also discussed:

- A resident reported TPC maintenance had four semi-trucks with sodding, stopping at the overpass.
- Mr. Harmer will go with the resident to meet with the Manager to discuss the concerns.
- Meter concerns cited by the Board:
 - Three meters show very low amounts of water usage.
 - One meter located at Avenal Drive and TPC Boulevard shows 90% or more of all the water consumption.
 - Water consumption is \$15,000 over budget.
- Ms. Mason reported the following:
 - The controller is set to control the bulk of the irrigation in Cheval West; there are 27 zones in this area.
 - The June bill and a spread sheet were reviewed but they do not indicate how much the controller puts out.
 - May 2016 and August 2016 invoices will be reviewed.
 - A comparison with the invoices from May, June and July 2015 will be completed.
- Diseased Palm Trees.
 - Cheval West has been proactive in monitoring palm tree for any diseases.
 - Best practice is to remove a sick tree.
 - Removal cost per tree is \$500.

C. Community Association Manager's Report

Ms. Bramm provided the following update:

- A proposal was received from Lake Masters for mosquito control.

- Proposal cost to stock 15,700 altered carp, which do not reproduce but eat plants, is \$15,000.
- New screens will be installed at the outlays for each pond.
- Florida Fish and Wildlife will inspect the screens after installation.
- Sidewalks are almost done; there are two remaining sections to complete.
 - \$42,500 was spent; \$5,000 remain.
- Removal of the propane tanks at the dog park were rescheduled due to weather issues.
- The towing agreement was reviewed and discussed.
 - Tow signs would be required to be posted in accordance with statutory requirements.
- Discussion ensued on the effectiveness of the gate at St. Laurent.

SIXTH ORDER OF BUSINESS

Engineer's Report

Mr. Harmer provided an update on behalf of Ms. Stewart in her absence. No replacement of the surface is required on the roads in St. Laurent. The cracks are a matter of esthetics.

SEVENTH ORDER OF BUSINESS

Attorney's Report

Mr. Stephen Gardner provided the following update:

- Mr. Gardner noted he has worked with the District in various capacities for 32 years.
- The property associated with the 18520 Ramblewood Road has been conveyed to new owners.
- He will review restriction of access to the community since there are no outstanding bonds.
- There was a request from the Census Bureau to perform GEO Survey/Mapping on a resident's property.

EIGHTH ORDER OF BUSINESS

CDD Manager's Report

A. Consideration of Resolution 2016-5, Changing Registered Agent

Resolution 2016-5 was presented for consideration to change the registered agent from Mr. Robert Koncar to Mr. Truett Gardner.

On MOTION by Ms. Lencioni seconded by Mr. McClain with all in favor Resolution 2016-5, Changing the Registered Agent to Truett Gardner, was adopted.

B Follow-up Items

Nothing at this time.

NINTH ORDER OF BUSINESS

Old Business

A. Discussion Regarding Holiday Lights

This Item was tabled to the September meeting; additional proposals were requested.

B. Discussion Regarding the Fountain

- An additional proposal from Vertex was requested.
- The current vendor is installing a large fountain in Carrollwood.

C. Discussion Regarding the Water Utility

This item was addressed above under Landscaper Report.

D. Tim McClain to Prepare handout for Vendors

There being none, next item followed.

TENTH ORDER OF BUSINESS

New Business

A. Proposed FY 2017 Meeting Schedule

- Meeting Schedule day will remain the same, occurring on the third Thursday of the month at the same time and location.
- Board consensus on the proposed FY 2017 Meeting Schedule.

ELEVENTH ORDER OF BUSINESS

Supervisor's Request

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Approvals of financials Dated July 31, 2016 and Greenacre Properties Invoice

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the financials dated July 31, 2016 and the Greenacre Properties Invoice were approved.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

A resident had the following concerns:

- What is the emergency procedure in place for Cheval West?
- Drainage appears to be in poor condition in comparison to a couple years ago.
- He suggested to put an emergency plan in place especially when they are disabled individuals.

Mr. Wills noted there is an all-inclusive plan in place at Cheval West which encompasses:

- Evacuation Procedures.
- Shelter locations.
- How to handle residents with special needs.
- Training classes by the Hillsborough Sheriff's Department for staff.
- Newsletter articles reminding all residents with special needs should be registered with the County.
- The shelter for individuals with special needs is located at Steinberger High School.
- Most Districts follow the County's FEMA approved emergency plan.
- A link to the County's emergency plan will be on the website.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the meeting was adjourned.


Rohn Harmer
Chairperson