

**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, March 17, 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:

Lori Lencioni	Vice Chairperson
Scott Hostler	Assistant Secretary
Tim McClain	Assistant Secretary
Ronald Nagy	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett 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 March 17, 2016 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order and Mr. Harmer 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
February 18, 2016 Meeting**

Mrs. Lencioni stated each Board member received a copy of the minutes of the February 18, 2016 meeting and requested any corrections, additions or deletions. There being none,

On MOTION by Mr. McClain seconded by Mr. Nagy with all in favor the minutes of the February 18, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS

Field Staff Reports

B. Landscaper

i. Project to Improve Landscaping of TPC Median at Suncoast Overpass

Ms. Mason reported the following:

- The OLM inspection was held March 2, 2016 and they received a score of 93.5%.
- Angelonia and Pink Bronze Leaf Begonias will be planted the week of April 1, 2016.
- Maintenance crews work weekly on leaf removal, pruning, rejuvenating plant material and bed weeds.
- Full season begins April 4, 2016. They will be mowing and detailing.
- The horticulture department applied liquid turf fertilizer on March 8, 2016, but the 80 degree weather burned it off. Granular fertilizer will be applied in late April or May.
- The dead Maple tree at the pond near the gate and the Brazilian Pepper Bush around TPC Boulevard were removed last week.
- The trees over the cul-de-sac sidewalks on Maisons Drive were lifted after Ms. Bramm received a request from a homeowner to do so.

FIFTH ORDER OF BUSINESS

Engineer's Report

The following was discussed:

- Ms. Stewart met with Ms. Mason on site last week to inspect the conditions of trees and whether they are affecting the sidewalks. They both agreed there is not a big issue with the trees affecting the sidewalks; however, regular sidewalk maintenance is necessary. They are still waiting to hear from the arborist on whether there are any trees recommended for removal.
- There was discussion regarding homeowner responsibility on sidewalks damaged by trees. Some areas have more issues with the sidewalks than others. Mr. Vega suggested separate general funds for each village.
- Ms. Stewart will evaluate repairing the curb's with root barriers if that is the arborist's recommendation.
- Ms. Bramm will continue to conduct sidewalk inspections and she will notify Ms. Stewart if a root barrier is necessary after consulting with Ms. Mason.
- Mr. McClain requested the percentages spent over the past two years on each village.

- Ms. Stewart has been working with DEP to finalize the reissuance of the District's NPDES permit. They are requesting the following:
 - A street sweeping program. Mr. McClain noted the County does not sweep their streets. He would like to reach out to State Representatives and discuss this.
 - Documentation from Fieldstone on herbicide treatments, staff training and regulations they follow to protect water.

A. Discussion of Road Reserve

Ms. Stewart updated the road reserve report, which currently has \$73,000. She does not feel there is a need to pursue road resurfacing at this time, but will look at TPC Boulevard again.

SIXTH ORDER OF BUSINESS

Attorney's Report

Mr. Gardner reported the following:

- A letter was sent to the County regarding 5512 West Lutz Lake Fern Road as requested. Mr. Gardner went to Commissioner Higginbotham's office on Monday. The property owner continues to tell them he will file for rezoning, but has not done so. The County is giving the property owner a deadline of March 18, 2016 to file. If he does not file, Code Enforcement will attend the code violation hearing scheduled for April 15, 2016 to speak against this property. Mr. Hostler will attend the hearing.
- Ms. Lencioni clarified that not all the propane tanks were removed.
- Mr. Nagy reported his request to dismiss the action against him for malicious prosecution is scheduled to be heard on April 6, 2016.

FOURTH ORDER OF BUSINESS

Field Staff Reports (Continued)

A. Community Services

i. Replacement of UHF Radios

Mr. Wills reported the following:

- All equipment and software is running with no issues to report.
- Vulture abatement will take place from March 28, 2016 to April 1, 2016 in the Bordeaux area. It will be for a week, starting at 6:30 p.m. and ending at 11:30 p.m. The process requires loud fireworks.
- Mr. Wills provided Ms. Bramm with a second bid on the RFID technology. Cheval East is not interested in moving forward with this so it would not be available at the Dale Mabry gate. There was no interest from the Board to move forward at this time.

- With regard to replacement of the UHF radios, US Securities will provide the rovers with cell phones to use in place of the radios.
- Mr. Wills spoke with the residents who had requested their guests' driver's licenses not be scanned. He explained it is protocol at all the gates and the only information they obtain from the licenses are names and addresses.
- Mr. Wills followed up with Mr. David Ellis of Scansys, Inc. regarding a backup telephone entry system for Chambord. The cost is \$3,500.

C. Community Association Manager's Report

i. Status of Rezoning 5512 West Lutz Lake Fern Road

ii. Scanning of Driver's Licenses for Visitors

Ms. Bramm reviewed her report and discussed the following:

- Tropicare submitted a proposal for pest control at the Tot Lot and both gatehouses for \$82.50 per month.

On MOTION by Mr. McClain seconded by Mr. Nagy with all in favor the proposal from Tropicare to treat the Tot Lot and both gatehouses at \$82.50 per month was approved.

- Ms. Bramm has the north side of TPS Boulevard and Avenue du Soleil left to walk and mark for sidewalk repairs. All the grindings were done. She suggests approving an additional \$15,000 for sidewalk repairs.

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor an amount not to exceed \$15,000 was approved for continued sidewalk work.

- The Board reviewed and discussed the proposal for gatehouse signs. Mr. McClain noted the sign should not have 'Officer' on it as it may give the wrong impression that the gate attendant has policing authority. There was consensus to remove 'Officer' and just have the logo with 'On Duty'. First names will be used only and name plates will only be ordered for employees after they have been employed 90 days.
- The benches at Rue Vendome Park and Medoc are in poor aesthetic condition, but are structurally safe.

On MOTION by Mr. McClain seconded by Mr. Nagy with all in favor the purchase and installation of two benches and memorial plaques were approved at an amount not to exceed \$2,000.

- Mr. Hostler noted there is a controller box hanging by wires behind the Chambord wall. Mr. Wills will look into it.
- Ms. Bram reviewed proposals from A&H Electric.
 - The center island behind the guard shack at Lutz Lake Fern Road for \$1,191.
 - New conduit work for the Lutz Lake Fern entrance for \$1,176.
 - New transformer work for Chamborg entrance for \$491.

SEVENTH ORDER OF BUSINESS

CDD Manager’s Report

A. Follow-up Items

Mr. Vega reported the following:

- He is still waiting for a response from the County regarding the length of the turn lane from Van Dyke Road onto Ramblewood Road.
- State Legislature recently closed and they passed House Bill 479, which revises requirements for district websites. The District will be required to post the agenda packages online at least seven days prior to the meeting.

B. Consideration of 4th of July Invoice from Cheval Golf and Athletic Center

The Board reviewed the invoice. Ms. Lencioni noted the cost has always been \$5,000 and that is what the District budgeted.

Mr. Vega also requested the Board adopt Resolution 2016-1, requesting the Hillsborough County Supervisor of Elections to conduct the District’s election in conjunction with the General Election in November of 2016.

On MOTION by Mr. Hostler seconded by Mr. McClain with all in favor Resolution 2016-1, requesting the Hillsborough County Supervisor of Elections to conduct the District’s election in conjunction with the General Election in November of 2016, was adopted.

EIGHTH ORDER OF BUSINESS

Old Business

A. Discussion of Gate Attendants Requesting Driver Licenses

This item was discussed under Mr. Wills’ report.

NINTH ORDER OF BUSINESS

New Business

Mr. Nagy stated qualifying information for the General Election was submitted to be posted on the website. This information was also provided to *Cheval Living* to include in the newsletter. Mr. Nagy noticed the phone number for the liaison office needs to be corrected.

TENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Hostler noted he has not seen an FHP report in several months.

ELEVENTH ORDER OF BUSIENSS

Approval of Financials Dated February 29, 2016 and Greenacre Properties Invoice

The Board reviewed the financials.

- Ms. Lencioni questioned whether *Op Supplies – Gatehouse* is the appropriate line item to pay for barcodes. Mr. Vega will have barcodes re-coded.
- Ms. Lencioni questioned a -\$970,709.80 in the reserve report. Mr. Vega will review.
- Mr. McClain questioned why a payment of \$850 for holiday lighting was made during this period. Ms. Bramm responded there was an invoice for add-ons. Mr. Hostler explained they added four of the oaks that were wrapped on Lutz Lake Fern Road subsequent to the original approval from November.

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the financials dated February 29, 2016 and Greenacre Properties invoice were approved.

TWELFTH ORDER OF BUSINESS

Audience Comments


A resident asked if documents posted on the District website can be viewable without having to download. Mr. McClain explained it is a PDF document and should open up as a separate document.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the meeting was adjourned.



Rohn Harmer
Chairperson