

**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, September 15, 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
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 September 15, 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
August 18, 2016 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the August 18, 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 August 18, 2016 meeting were approved as amended.

FOURTH ORDER OF BUSINESS**Field Staff Reports****A. Community Services**

Mr. Wills provided the following update:

- All equipment is running well.
- Chambord Gate is up and running, there have been no issues.
- There has been no activity at 5512 Lutz Lake Fern Road. This area is checked every morning when school starts.
- There have been no issues or complaints regarding traffic in the Chambord area in the morning and after school.
- Received a call from 5137 Savoy Circle:
 - Swimming at pool and a drone was at the top of their lanai.
 - Mr. Vince Arcuri had a marketing company on the premises and they were taking pictures of the house across the street, but had to get a certain angle which happened to be over the lanai.
 - The individual who called was concerned.
- Mr. Wills is unaware of what the rights or laws are for such a situation. He wondered if there is anything that can be done regarding drones violating personal space.
- Mr. Gardner indicated aside from calling 911 there is nothing they can do, as there is nothing on record about drones. He informed Mr. Wills FAA has some minor jurisdiction, especially over commercial drones.
- Mr. Gardner stated real estate companies recently have been using drones from time to time.
- Mr. Wills introduced Mr. Bob Burbank, Branch Manager of the Tampa location of US Securities.
- Mr. Burbank addressed the Board.
 - He has been with US Securities for the last 15 years
 - Managed the Sarasota area and years ago the Pensicola market.

- Is familiar with the west coast of Florida and replaced Mr. Brant who was his predecessor.
- Mr. Burbank shared a couple of new things occurring with US Security. They have purchased two new companies McRoberts Protective Agency and Landmark Protection.
- Landmark Protection is based out of California and operates mostly in the northern California area.
- McRoberts Protective Agency manage the cruises at the Tampa port.
- McRoberts Protective Agency is local and adding this company has increased employee numbers by 100. US Security is now up to 1000 employees locally.
- Mr. Burbank shared some new initiatives for the employees,
 - New security star programs which acknowledges training, achieves through the company's training curriculum.
 - Time and service award
 - Officers are able to wear stars on the collar of their uniform which signifies completion of advanced training courses.
 - Will provide Mr. Wills with more information which he can share with the Board in the coming months.
- Mr. Burbank shared some new technology that is coming.
 - Positive and Management System, which was previously used, has been upgraded to a system called P3.
 - P3 is a new platform which delivers the same technology as the Positive and Management System but allows US Security to manage reports and inquire about the number of incident or patrols performed within the community. This program can provide more definitive information such as incidents by location and can pull data from the surrounding customers in the area. It can also get information by using zip codes. This program will be able to receive information of incidents which were provided by the officers of US Security as well as outside law enforcement officers.
 - Mr. Burbank will provide Mr. Wills with this information to share with the Board.

- Mr. Harmer questioned Mr. Burbank on US Security’s hiring practices.
- Mr. Burbank shared the following:
 - They have streamlined their onboarding process similar to some larger companies like Publix.
 - In their office they have computer stations where individuals can sign up
 - The entire process is online, and walks the potential employee through the process of:
 - Background screening
 - All required paperwork
 - Required compliances
 - Currently US Security has seven compliance documents which are all governed by the corporate office located in Roswell.
 - There is a recruiter located at the Tampa location.

B. Landscaper

i. Analysis of high Irrigation Water Usage

Fieldstone will turn off the entire system and monitor the meters to determine if there is a leak in the system.

C. Community Association Manager’s Report

i. St. Laurent Gate

Proposals were brought to the Board and tabled until further feedback is received from the resident that made the request.

FIFTH ORDER OF BUSINESS

Engineer’s Report

A. Community Services

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Attorney’s Report

A. Review of Gate Access Procedure for Visitors

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

CDD Manager’s Report

A. Consideration of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for Fiscal Year 2016 Financial Audit

On MOTION by Ms. Lencioni seconded by Mr. Nagy with all in favor the Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for the Fiscal Year 2016 financial audit was approved.

B. Follow-up Items

Items were previously discussed regarding the water usage for the Fiscal Year.

EIGHTH ORDER OF BUSINESS **Old Business**

A. Discussion Regarding Holiday Lights

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor the proposal from Decorating Elves was approved at an amount not to exceed \$8,700 with a clause of a 15% penalty if not completed by Thanksgiving.

B. Discussion Regarding the Fountain

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the proposal for the Titan Trellis Fountain with multicolor LED was approved at an amount not to exceed \$11,000.

C. Discussion Regarding the Water Utility

This item was previously discussed by the landscaper.

D. Tim McClain to prepare Handout for Vendors

There being none, the next item followed.

NINTH ORDER OF BUSINESS **New Business**

There being none, the next item followed.

TENTH ORDER OF BUSINESS **Supervisors' Request**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS **Approval of Financials Dated July 31, 2015 and Greenacre Properties Invoice**

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

TWELFTH ORDER OF BUSINESS **Audience Comments**

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Rohn Harmer
Chairperson