

**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, May 18th, 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:

Tim McClain	Chairperson
Scott Hostler	Vice-Chairperson
Butch Brown	Assistant Secretary
David Bowman	Assistant Secretary
Tracy Willsie	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	District Counsel
Shelly Bramm	Property Manager

The following is a summary of the discussions and actions taken at the May 18, 2017 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Hostler called the meeting to order and called the roll. All Supervisors were in attendance except Mr. McClain.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

None.

THIRD ORDER OF BUSINESS

Approval of the Minutes of April 20, 2017 Meeting

- o Corrections were requested and will be part of the final minutes for the record.

On MOTION by Mr. Brown seconded by Mr. Bowman with all in favor the minutes of the April 20, 2017 meeting were approved as amended. 4-0

FOURTH ORDER OF BUSINESS

Engineer's Report

A. Speed Bump Quotes

- Ms. Stewart was not present at today's meeting.
- Mr. Vega stated, if present, Ms. Stewart was going to discuss speed bumps. However, they were awaiting information from the TIC as discussed at the last meeting they were going to provide information about speeders.
- The Board was advised more time was needed to provide this information to them.
- The intention of the Board was to find out how bad the situation is and whether they rebuild the two or go with the Engineers' recommendation of the three
- Mr. Wills thought they were going to gather information and bring this up at the Fall Annual Meeting with the residents.
- Mr. Wills indicated they have not had FHP patrol since March 27, 2017. He was questioned if he had received any information from the TIC but he has not heard of a meeting for a while.
- They thought that the contract from January rolls over. Mr. Vega informed them that TIC does the schedule.
- They have not scheduled any additional times for patrols.
- In the past, Rohn would send the schedule to Lynn and Lynn will forward the FHP.
- Sergeant Hobbs has indicated he has not been provided with any dates. It was noted that since Mr. Harmer left the Board there has been no further discussion with FHP.
- Discussion ensued regarding schedule for FHP.
- Speed bumps will be tabled for next meeting when Ms. Stewart should have more information for the Board.

FIFTH ORDER OF BUSINESS

Field Staff Report

B. Community Services Report

- Mr. Wills reported on some incidents with cars in garages. Two incidents were in the West and one in the East.
- Discussion ensued regarding complaints received regarding the rovers.

- Mr. Wills shared with the Board, Cheval West allows service vendors and contractors in at 7:00 a.m. but they are not allowed to start working until 8:00 a.m.
- Mr. Wills indicated there are some companies that come in at 7:00 a.m. and disregard the request and start working at 7:00 a.m. or 7:15 a.m. He questioned if we can change the effective start time immediately which does not allow services contractors in until 8:00 a.m.
- Mr. Wills asked Mr. Gardner if this is a policy they can change on their own. Mr. Gardner will look into it and provide the information at the next month meeting.

On MOTION by Ms. Willsie seconded by Mr. Brown with all in favor to amend the post orders for entry time for vendors to 7:30 am. and they cannot start work until 8:00 am effective June 1, 2017. 4-0

- Mr. Wills shared that effective May 1, 2017, Cheval East is now making all commercial, service, lawn care vehicles exit through Lutz Lake Fern Gate after 3:00 p.m. Discussion ensued regarding this change.
- Lutz Lake Fern the liftmaster gate arm, the coupling failed and the gate arm fell off. They are no longer under warranty so Mr. Wills had RSS come out and repair this.
- Last week there were some communication issues at Chambord. Mr. Wills was unable to turn on and off the scanner. He went out and found that somebody had cut the drop. He was able to get Frontier to come out, ran a new cable and fixed the break and everything is up and running.
- The new exit gate has been replaced, the resident has been given the invoice and will provide a check since he crashed through it
- On Ramblewood, the new refurbished bar code reader continues to work well and there have been no issues since the installation.
- Mr. Wills indicated he has been reviewing the ponds which they have been having problems with.

Mr. McClain joined the meeting.

- Since Mr. McClain has joined the meeting, the Board informed him of the changes that Cheval East has initiated regarding commercial, service vehicles exiting from Luke Lutz Fern which requires additional discussion.

- Mr. McClain indicated he spoke with the Chair of Cheval East who informed him that they are having a lot of issues related to access they are working on it and this is a temporary solution.
- Discussion ensued regarding speeding in Cheval West.

C. Community Association Managers' Report

None

D. Cheval East Liaison

None and will be removed from the agenda.

A. Landscapers' Report

- Mr. Chris Eastman informed the Board Mr. Joe Pichardo is no longer with the organization.
- Mr. Eastman will be Account Manager for Cheval West until further noticed.
- Mr. Eastman indicated that Mr. Thomas Harris has been newly hired and will eventually be the Account Manager but in the next three months or so he will be working together with Mr. Eastman so that he is trained to do the job they want.
- Mr. McClain indicated the OLM score was 90% and there was deduction of 12. Mr. Eastman explained the OLM scoring process.
- Mr. Eastman indicated the reason for the turf being the way it is currently is due to the irrigation issue. They are currently watering three days a week.
- They have not charged the District any money for irrigation for five months. Mr. Eastman is taking personal responsibility for the property. He has overviewed everything on the property himself related to irrigation.
- Mr. Eastman recalls the District discussing water charges being very expensive but indicated there were three lines breaks for over a month now and they are leaking consistently 24-hours a day they cannot do anything about it and they cannot turn the system off.
- The roundabout area they have replaced about three to four heads a week. Five valves in the roundabout need to be fixed.
- He stated he is being transparent with the Board they have done a lot of things for which the District has not been charged. They have not charged the district for the five hours

that their representative was present within the community. They have worked hard to fix the irrigation issues.

- Mr. McClain informed Mr. Eastman that their water bill increased significantly.
- Mr. Eastman gave an overview of the zones and the how they work.
- Discussion ensued led by Mr. Eastman; the irrigation repairs needed to be done and suggested all the repairs be done at the same time.

On MOTION by Mr. Hostler seconded by Mr. Bowman with all in favor authorizing Fieldstone to do three separate repairs and installations at TPC, Centre Island and two at Ramblewood in the amount of not to exceed \$2649 was approved. 5-0

- Mr. McClain requested Mr. Eastman provide him with the name and model numbers of the heads so they can keep these items in stock in the community.
- Discussion ensued related to landscaping and areas that need work.

SIXTH ORDER OF BUSINESS

Attorney’s Report

- Mr. Truett Gardner provided an update on the following:
 - 5307 Lutz Lane Fern
 - Traffic study
 - TECO, streetlight
- Discussion ensued regarding additional information needed.
- Discussion ensued whether TECO would take their transformers or sell them to the District.

SEVENTH ORDER OF BUSINESS

CDD Manager’s Report

- Discussion ensued regarding Mr. Vega’s meeting with an architect regarding the additional office space.
- Ballpark figures for cost of rebuilding were provided to Mr. Vega.

A. Distribution of the Proposed Budget for Fiscal Year 2018 and Consideration of Resolution 2017-02 Approving the Budget and Setting the Public Hearing

- Mr. Vega reviewed the budget with the Board.
- Discussion ensued regarding the increasing of the assessment.
- The Board agreed to increase the assessment by 10%.

On MOTION by Mr. Brown seconded by Mr. Hostler with all in favor, increasing the assessment by 10% for the Fiscal 2018 budget was approved. 5-0

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor, the budget for Fiscal 2018 was approved and Resolution 2017-02 setting the public hearing for August 17, 2017 at 9:00 a.m. was adopted. 5-0

B. Annual Financial Audit Report, September 30, 2017

- o Mr. Vega reviewed the audit report with the Board.
- o Mr. Vega reviewed page 57 to the new Board members in the audit which states Cheval West did not meet the financial conditions described in Florida Statute 218. This is a positive negative statement.

On MOTION by Mr. Brown seconded by Ms. Willsie with all in favor, the Annual Financial Audit Report was accepted. 5-0

C. Report on Registered Voters

- o This document was for informational purposes.

EIGHTH ORDER OF BUSINESS

Old Business

None.

NINTH ORDER OF BUSINESS

New Business and Supervisors' Requests

- o Discussion ensued regarding riding the bikes to get to the school bus and finding a location for students to lock the bikes.
- o Mr. McClain questioned the copies charges which were \$23.00. Mr. Vega will follow-up.
- o Discussion ensued having an onsite Property Manager.

TENTH ORDER OF BUSINESS

Acceptance of Financials Dated March 31, 2017 & Greenacre Properties Invoice

- o Ms. Bramm will credit the District for the 29 colored copies.

On MOTION by Mr. Bowman seconded by Mr. Brown with all in favor the financials dated March 31, 2017 were accepted and the Greenacre Properties Invoice was approved. 5-0

ELEVENTH ORDER OF BUSINESS

Audience Comments

- Audience members presented their comments to the Board.
- Mr. McClain provided the difference between the CDD and CWCA to audience members attending the meeting for the first time.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hostler seconded by Ms. Willsie with all in favor the meeting was adjourned at 11:57 a.m. 5-0



Tim McClain
Chairperson