

**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 19, 2017 at 9:05 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
Stephen Gardner	District Counsel
Tonja Stewart	District Engineer ( <i>via telephone</i> )
Shelly Bramm	Property Manager
Paul Wills	Community Association Manager

*The following is a summary of the discussions and actions taken at the October 19, 2017 Cheval West Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

None.

**FOURTH ORDER OF BUSINESS**

**Engineer's Report**

- Ms. Stewart had a discussion with Mr. Gardner regarding noise concerns. She spoke to a representative from her company about the noise wall along the Expressway; Stantec is not able to do the noise study. Ms. Stewart now has the name of a small local company and she will reach out to this company and will follow-up with the Board.
- The second item discussed was regarding Ramblewood Road behind the homes and Lake Carlton Arms second access. Ms. Stewart was able to obtain the old Lake Carlton Arms plans and it does show the second access on Ramblewood Road as being an emergency access. She

spoke with her transportation representative, Mr. Domingo, who is an expert negotiating emergency access when the local government request the access be paved. The argument as it turns into a second access and not just an emergency access. He suggested the District go back to Hillsborough County and argue the fact that the drive is being used as a second access, and not just as an emergency access, to see if they will reconsider it be allowed for full access.

- Ms. Stewart noted people exiting Lake Carlton Arms at this location are probably speeding down Ramblewood Road. She feels clarification is needed and asked the Board if they want observations of the amount of traffic down that road.
- Mr. McClain questioned whether it was clearly marked “Emergency Exit” on the plans. Ms. Stewart indicated it is. Mr. McClain felt a traffic count would be in order to have a more concise count on the number of vehicles coming through the area every day.
- Mr. McClain questioned the cost to have the traffic count done. Ms. Stewart indicated the temporary ones are not expensive. She does not know if they can put anything on Ramblewood Road because of the traffic going back to the wastewater treatment plant. She is concerned about the truck traffic but once they do some observations they will be able to do a little bit more and think about what options they have.
- Discussion ensued regarding whether to have someone count the vehicles or have an electronic device.
- Mr. McClain’s preference is to have an electronic device and have the area monitored for at least a week. He has Ms. Stewart to look into it and provide the Board with the costs.
- Mr. McClain questioned Ms. Stewart regarding the drainage at TPC and Chemille Road. Ms. Stewart indicated she is still awaiting a proposal.
- Ms. Stewart stated the contractor who is doing the curb work on Maison is not finished with the repair and she has not been able to get a proposal from him. She believes the mulch and debris is the biggest problem. She will try to solicit a proposal for the clean out from another vendor.
- Mr. Brown questioned Ms. Stewart regarding the speed bumps.
- Discussion ensued regarding the speed bumps.

### **THIRD ORDER OF BUSINESS**

### **Approval of the Minutes of the September 21, 2017 Meeting**

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

On MOTION by Mr. Brown seconded by Mr. Hostler with all in favor the minutes of the September 21, 2017 meeting were approved as amended. 5-0

**FIFTH ORDER OF BUSINESS**

**Field Staff Report**

**Landscapers' Report**

- The landscapers were not available for today's meeting.
- Discussion ensued regarding trees.
- It was decided not to go ahead with the trees at this time. This item was tabled to be discussed next year.

**Community Services Report**

- Mr. Wills indicated there was one incident on Chemille.
- Two residents indicated their vehicles were damaged when taking the barcodes off. They each submitted invoices at a cost of \$1,780 and the other \$275. Mr. Wills has forwarded these invoices to the insurance company and the districts' attorney who will be contacting the residents directly.
- Mr. Gardner provided information on how the Sunshine Law applies to the CDD.

**Community Association Manager's Report**

- Ms. Bramm provided her report to the Board
- She indicated the sidewalks from Lutz Lake Fern Road down to Chemille Road and TPC need to be repaired and provided a cost of \$7,000 for the repair.

On MOTION by Ms. Willsie seconded by Mr. Hostler with all in favor to have the sidewalk repairs were approved at an amount not to exceed \$7,000. 5-0

- Mr. Hostler received three quotes for the holiday lights. He has selected J & J Lighting, which is a new vendor for the district.

**SIXTH ORDER OF BUSINESS**

**Attorney's Report**

- Mr. Gardner presented his report to the Board.
- Mr. Gardner reviewed the following:

- 5307 Lutz Lake Fern Road hearing has been scheduled for January 22, 2018.
- Nothing has been refiled on Ramblewood.
- He provided a draft copy of the maintenance and landscaping contract for Board review.
- Mr. McClain indicated this contract needs to be reviewed by the Board prior to approval. He requested the Board review the document so it can be presented at the next meeting for approval.

**SEVENTH ORDER OF BUSINESS**

**CDD Manager's Report**

- Mr. Vega presented the sidewalk data to the Board.
- Discussion ensued regarding the street lights.
- Mr. Vega reminded the Board Mr. Mendenhall will be covering the next meeting as he will be on vacation.

**EIGHTH ORDER OF BUSINESS**

**Old Business**

● **Bar Code Replacements**

- Mr. McClain informed the Board they are almost done with the bar code replacements.
- Chambord is not working and Mr. McClain is working with tech support to have this resolved. They estimate it will be completed in a week.
- All the installed barcodes have been working well.
- The resident emails which were provided in the forms for the new bar codes need to be inputted in a database. Mr. McClain suggested to hire a data entry individual to input this information.
- Mr. McClain shared that Cheval Living will no longer be published and this month's publication will be the last one.
- Mr. McClain stated from a CDD prospective at the annual meeting, some of the things he is looking at for the agenda to discuss are:
  - Playground
  - Speed bumps
  - Maison Drive speed control
  - Onsite property manager
  - Ramblewood Road extension
  - TECO street lights

- **Speed Bumps**
  - No updates this topic will be discussed at the annual meeting.
- **Rumble Strips**
  - No updates this topic will be discussed at the annual meeting.
- **Trees & Sidewalk Funds**
  - None
- **Sound Barrier Study**
  - None
- **Ramblewood Road Extension**
  - No updates this topic will be discussed at the annual meeting.
- **Landscape Contract and Scoresheet**
  - Mr. Vega indicated Ms. Stewart requested Site Masters clean out the Chemille Road inlet at a cost of \$800.

On MOTION by Ms. Willsie seconded by Mr. Hostler with all in favor Site Masters cleaning out, the Chemille Road inlet at a cost of \$800 was approved. 5-0

**NINTH ORDER OF BUSINESS**

**New Business and Supervisors' Request**

- Mr. Hostler discussed the mold and mildew on the Sun Coast Parkway bridge which cuts through the community. He wondered if there was a way to contact the Sun Coast Commission with regards to maintaining the bridge.
- Discussion ensued regarding the retention pond which does not appear to be maintained. Mr. McClain will take a look at the property line to see who is responsible for maintenance.

**TENTH ORDER OF BUSINESS**

**Acceptance of Financials Dated August 31, 2017 & Greenacre Properties Invoice**

On MOTION by Ms. Willsie seconded by Mr. Hostler with all in favor the financials dated August 31, 2017 were accepted and the Greenacre Properties Invoice was approved. 5-0

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments**

- Resident comments were received by the Board.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Willsie seconded by Mr. Bowman with all in favor the meeting was adjourned. 5-0



Tim McClain  
Chairperson