

**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 Monday, October 21, 2013 at 8:38 a.m. at Greenacre Properties, 4131 Gunn Highway, Tampa, Florida.

Present and constituting a quorum were:

Tim McClain	Vice Chairman
Daniel Gallagher	Assistant Secretary
Scott Hostler	Assistant Secretary

Also present were:

Mark Vega	Severn Trent Services
Truett Gardner	Attorney
Tonja Stewart	Engineer's
Louise Brown	Greenacre Properties
Paul Wills	Community Services
Luke Brant	US Security
Rohn Harmer	TIC
Margarita Blaha	Resident
Ronald Hembree	Resident
Darla Johnson	Resident
Sal Zichi	Cheval East Resident

The following is a summary of the minutes and actions taken at the October 21, 2013 Cheval West CDD 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

There not being any, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

- A. Appointment of Supervisor to Fill Unexpired Term of Office (11/2016)**
 - B. Oath of Office of Newly Appointed Supervisor**
 - C. Election of Officers, Resolution 2014-1**
- This item was tabled until all Board members are present.

FOURTH ORDER OF BUSINESS

**Approval of the Minutes of the
September 16, 2013 Meeting**

Mr. McClain stated each Board member received a copy of the minutes of the September 16, 2013 meeting and requested any corrections, additions or deletions.

Several changes were made, which will be incorporated into the amended copy of the minutes.

On MOTION by Mr. Hostler seconded by Mr. Gallagher with all in favor the minutes of the September 16, 2013 meeting were approved as amended.

TENTH ORDER OF BUSINESS

Audience Comments

Ms. Johnson addressed the Board regarding drainage at Cour Estates and asked if the Board has taken action to resolve it. Mr. McClain reviewed a theory as to why the area seems to be draining properly after the last few rain events. He informed Ms. Johnson the Board requested quotes to extend the pipe, but there is landscaping, which needs to be removed.

FIFTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Will's reported the following:

- No incidents to report.
- Quotes were provided for rental and purchase of radios. Rental quote includes maintenance. Mr. Wills will get more information on the terms of the lease.
- The Nextel system is not working. The contract needs to be cancelled.
- Mr. Brant, US Security's District Manager, informed the Board of enhancements made to their program and vendors they developed strategic relationships with. They are transitioning several community access systems to go paperless. US Security provides a free database to its clients with full accessibility to Board members and site managers to update. He recommends a program called Capture. They charge another community \$239 a month for two gates. Mr. Brant will provide Mr. McClain with login information to test the database.
- There was discussion regarding the tot lot being closed.

Discussion prior to the motion was inaudible due to multiple conversations.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor a 24 month lease contract with TBA Communications, Inc. was approved.

- A shear pin had to be replaced on the Lutz Lake Fern barcode gate.

B. Landscaper

There being no report, the next item followed.

C. Community Association Manager’s Report

Ms. Brown reviewed her report and the following was discussed:

- Three irrigation valves were replaced.
- Mr. Gallagher asked if the sign poles can be cleaned. Ms. Brown is waiting on refurbishment quotes from three companies.
- Night Lights, Inc installed the lights at the Ramblewood entrance. Mr. McClain noted the small area between the barcode gate and the visitor gate was not completed. The Board is not impressed with the lighting at the Ramblewood entrance. There was Board consensus to hold off on moving forward with the Lutz Lake Fern entrance.
- Three quotes were obtained to pressure wash the gatehouses. Envirotech’s quote was the lowest at \$350.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the proposal from Envirotech to pressure wash the gatehouses at an amount of \$350 was approved contingent on confirmation that roofs are included.

SIXTH ORDER OF BUSINESS

Engineer’s Report

Ms. Stewart reported the following:

- Ms. Tracy Willsie is meeting with vendors for the tot lot.
- S1 asphalt was originally used on the tot lot parking lot, which causes graveling. S3 can be used when it is resurfaced.
- A new bid in the amount of \$13,400 was submitted to address the Cour Estates drainage issue. This does not include restoration of irrigation and sod, which is approximately \$4,000. The original quote was \$30,000. Mr. McClain stated irrigation is the homeowner’s responsibility.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the bid to repair the drainage at Cour Estates in the amount of \$13,400 was approved.

- Ms. Stewart will conduct a roadway inspection at Maisons Drive.

SEVENTH ORDER OF BUSINESS

Attorney's Report

Mr. Gardner submitted his status report and the following was discussed:

- Mr. Lee Prince from Heritage Propane wants to resolve the tank removal issue. He wants to meet on site to set up a plan. Mr. Gardner will set up a meeting with Mr. McClain and Mr. Prince.
- The County engaged a third party contractor to review all claims against them. Their subcontractor is working with the District to resolve the issue.
- They are trying to get \$11,500 from Theo Construction's insurance to cover damages. If not, the driver's carrier committed to paying \$10,000.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Follow-Up items

Mr. Vega reported the following:

- Severn Trent Services will credit the District \$20 for postage charges.
- He attended the September OLM inspection. Greenview is doing a good job. There was discussion from the Board regarding walkthrough attendees influencing the outcome of the inspections.
- He is reviewing the Verizon account for cost savings.
- The \$100 charge on Architectural Fountains, Inc's August invoice was for work done on July 11, 2013. This is a minimum charge based on their contract.
- The FHP report dated October 9, 2013 indicates 13 violations were issued.

B. Motion Assigning Fund Balance as of September 30, 2013

There being no questions or comments,

On MOTION by Mr. Hostler seconded by Mr. Gallagher with all in favor the fund balance as of September 30, 2013 was assigned as presented.

NINTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Gallagher discussed landscaping debris left after the County cut the island off of Van Dyke Road. Mr. Vega will ask Mr. Rhum if Greenview will clean the area.

TENTH ORDER OF BUSINESS

Audience Comments (Continued)

Mr. Zichi stated Cheval West's landscaping looks great. He updated the Board on Cheval East.

ELEVENTH ORDER OF BUSINESS

Approval of Financials Dated September 30, 2013 and Greenacre Properties' Invoice

The Board reviewed the financials and Greenacre Properties' invoice. Mr. McClain questioned why there are three FedEx charges in one month. Mr. Vega will look into it.

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the Greenacre Properties' invoice in the amount of \$14.69 was approved.


On MOTION by Mr. Hostler seconded by Mr. Gallagher with all in favor the financials dated September 30, 2013 were approved.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Gallagher seconded by Mr. Hostler with all in favor the meeting was adjourned at 10:44 a.m.


Secretary


Tim McClain
Vice Chairperson