

**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 Wednesday, April 15, 2015 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	Chairman
Lori J. Lencioni	Vice Chairperson
Scott Hostler	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	Attorney
Shelly Bramm	Greenacre Properties
Paul Wills	Community Services
Several Residents	

*The following is a summary of the discussions and actions taken at the April 15, 2015 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**

Mr. Harmer reviewed changes and additions to the agenda.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
March 18, 2015 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the March 18, 2015 meeting and requested any corrections, additions or deletions.

Changes were made and will be incorporated into the amended copy of the minutes.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor the minutes of the March 18, 2015 meeting were approved as amended.
---

**FOURTH ORDER OF BUSINESS**

**Discussion of Landscaping Bids**

Copies of the landscaping bid summary and landscaping bids were reviewed:

- Greenview Landscaping was the lowest responsive bidder.
- Greenview's bid is 8% higher than their previous contract. Mr. Harmer noted it has been several years since they had an increase in their contract.
- Three bidders came in higher than the \$195,000 threshold.
- There was Board consensus to have the three lowest bidders provide presentations at the next meeting.

**FIFTH ORDER OF BUSINESS**

**Field Staff Reports**

**A. Community Services**

Mr. Wills reported the following:

- There was an accident on Lutz Lake Fern yesterday morning. A van crashed through the "inbound-side wall by the big grassy area". Mr. Wills will obtain a copy of the accident report when it is available for insurance purposes.
- Ongoing issues at Chemille Road, and the side streets off Chemille Road, have quieted down this week.
- Cheval East approved issuing barcodes to everyone involved with the summer camp. Access can be limited to the main gate. These barcodes will be deactivated when summer camp ends.
- There are issues with reckless driving of golf carts. Cheval East has policies not allowing underage drivers of golf carts.
- **Update on Terrain De Golf Student Pick-Up**
  - Mr. Wills met with Sergeant Hobbs to discuss the District's objective with regard to this issue.
  - Sergeant Hobbs stated the only way it will work is if the entire street is non-parking.
  - Deputy Jeff Carson agrees the current situation is not working. He indicated they are not enforcing the no parking signs because it does not make sense for them to waste resources and tell people to move to the other side of the street to park. They will only be able to enforce if both sides of the street are non-parking.
  - Mr. Wills also showed Deputy Carson Maisons Drive and St. Laurent Drive. Deputy Carson recommends the District make that area of Maisons Drive non-parking.

- Mr. Wills suggested the Board consider issuing keys to residents for the man gate. Mr. Hostler suggested a code box.

Ms. Lencioni MOVED to install additional no parking signs on Terrain De Golf and Mr. Hostler seconded it.

- There was discussion regarding the amount and locations of signs.
- *No Standing* signs will be posted on the same poles, beneath the *no parking* signs.

Ms. Lencioni amended her previous motion to include approval of expenses not to exceed \$2,500 and Mr. Hostler seconded it.

- The floor was opened to resident comments.
- Mr. Harmer clarified the signs are to be installed along the entire length of Terrain De Golf, from the entrance to Cheval West to the Chambord Gate.

On VOICE vote with all in favor the motion as previously outlined and amended passed.

- Mr. Harmer requested Mr. Vega look into options for the man gate.
- Mr. Gardner will draft a golf cart policy for the next meeting.
- Mr. Vega received quotes for the fence on Terrain de Golf ranging from \$2,803 to \$3,900. Mr. Vega would like to continue the meeting so the Board can go see the area where the fence will be installed. There is a large area needing the landscape cleared out.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor clearing of landscaping along Terrain de Golf to allow for the installation of the fence was approved at an amount not to exceed \$2,500.

- There was discussion regarding the installation of *no parking* signs on Maisons Drive, 150 to 200 feet from the intersection with TPC Boulevard.

On MOTION by Mr. Hostler seconded by Ms. Lencioni with all in favor the installation of *no standing* signs for the intersection of Maisons Drive and TPC Boulevard was approved at a cost not to exceed \$1,000.

**SIXTH ORDER OF BUSINESS**

**Engineer's Report**

• **Water Level Lake 20**

Ms. Stewart reported there was a follow up inspection with the Golf Course to locate the outfall.

- The outfall is completely submerged.
- The control elevations are higher than how the pond was designed.
- There will be elevated levels until there is drier weather.

Ms. Stewart discussed the NPDES permit.

- She had a conference call with DEP representatives to 'hash' through some issues. They have since sent a response stating the District is good.
- She provided residents at the meeting with educational information regarding NPDES and the District's wetlands.

Mr. Hostler stated the stakes in the area by Terrain de Golf were moved. He asked if there is anything there to show the boundary lines. Ms. Stewart suggested having Greenview touch up the area periodically to have an ongoing basis of where the property line is.

• **Street Cracking in St. Laurent**

Ms. Stewart stated the cracking is related to the base. They are monitoring roadway deterioration due to elevated groundwater conditions. She suggested a full inspection to analyze roadway resurfacing. She noted it is structurally sound.

**SEVENTH ORDER OF BUSINESS**

**Attorney's Report**

• **Legal Status of Gate to Lutz-Lake Fern from St. Laurent**

Mr. Gardner reported he will be meeting with Commissioner Higginbotham. Once he receives the commissioner's availability schedule he will forward it to the Board and Ms. Stewart to discuss several issues. He will also be meeting with Commissioner Beckner to discuss the Pink Palace, parcel on Lutz Lake Fern Road used for parking.

Mr. Hostler requested he ask about limitations to the easement right allowed behind the wall at Ramblewood.

**FIFTH ORDER OF BUSINESS**

**Field Staff Reports (Continued)**

**B. Landscaper**

There being no report, the next item followed.

**C. Community Associations Manager’s Report**

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

- Sidewalks, painting and tree trimmings are complete.
- Three bids were received for the backflow. The lowest bid is for \$1,100, the high bid is \$1,988 and the middle bid is \$1,455. The lowest bid said the District will have to pay the county to move the meter. She was able to get the high bid down to \$1,700.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor Bay Area Plumbing was approved to do the backflow work at Lutz Lake Fern at a cost not to exceed \$1,700.

- Mr. Wills has been complaining about the Birds of Paradise obstructing the view at the Lutz Lake Fern gatehouse. Ms. Bramm confirmed she was almost hit there yesterday.

**SEVENTH ORDER OF BUSINESS**

**Attorney’s Report**

• **Storage Tank Removal**

Mr. Gardner sent a demand letter to Heritage Propane giving them 15 days from the date of the letter to provide a detailed removal plan or legal action will be pursued.

**EIGHTH ORDER OF BUSINESS**

**Manager’s Report**

**A. Follow-Up Items**

Mr. Vega reported the following:

- ValleyCrest tree division verified they did not have any issues with the street lights and Mr. Vega has presented four quotes.
- Mr. Wills’ credit card limit was raised to \$1,000.

**B. Consideration of Pre-Authorized Spending Limits, Resolution 2015-4**

The following was discussed:

- Mr. Vega reviewed the minutes for previous action by the Board.
- The Property Manager has pre-approved authorization to spend up to \$1,000 for minor maintenance repairs and replacements.
- The District Manager has pre-approved authorization to spend up to \$1,000 for safety and emergency matters.
- Ms. Lencioni has authorization over landscape renovations, but a limit was not assigned. Ms. Lencioni stated it is a budget line item she handles.

- The Board reviewed Resolution 2015-4 and made revisions to be adopted at the next meeting.
  - The Property Manager will be authorized \$1,500 per expenditure.
  - The Chairperson/Vice Chairperson will be authorized \$5,000.00 per expenditure.
  - The designated supervisor responsible for the approved R&M Landscape Renovations line item is authorized to manage the set amount in the budget for that line item.
  - Language will be added to the resolution indicating if an expenditure is made, it will be reported at the next meeting.

**NINTH ORDER OF BUSINESS**

**Old Business**

**A. Gate Management System**

Mr. Harmer reviewed the process of obtaining proposals for the gate system.

- Of the four bids received, only two were considered to be viable and met the bid specifications.
- Mr. McClain previously indicated there was a third bidder.
- The current bids require internet connection.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor installation of internet connection to Chambord Gate by Verizon at an amount not to exceed \$500 was approved.

The Board discussed using the same forms and deadlines as Cheval East to update the resident database.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor the same forms and deadlines, as approved by Cheval East, and a mailing with the forms to all the residents in conjunction with Cheval East, were approved at a cost not to exceed \$800.

**TENTH ORDER OF BUSIENSS**

**Supervisors' Requests**

The following was discussed:

- Ms. Lencioni asked about the two barricades on the island on Avenue Avignon. Mr. Harmer explained the County place them there as they investigate the reclaimed water system.

- Mr. Hostler asked about vendor entrance times. Mr. Wills responded they can be let in at 7:00 a.m., but they cannot start making noise until 8:00 a.m. and must be off property by 6:00 p.m. Mr. Hostler suggested changing the time they are allowed in to 8:00 a.m. Mr. Harmer noted the times are outlined in the covenants and would have to be changed by community vote. This is a CWCA issue.

**ELEVENTH ORDER OF BUSINESS**

**Approval of Financials Dated  
March 31, 2015 and Greenacre  
Properties' Invoice**

The Board reviewed the financials.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor the financials were approved.

On MOTION by Mr. Hostler seconded by Ms. Lencioni with all in favor the Greenacre Properties' invoice was approved.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

There being no further comments from the audience, 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.

  
 \_\_\_\_\_  
 Mark Vega  
 Secretary

  
 \_\_\_\_\_  
 Rohn Harmer  
 Chairman