

**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, December 17, 2015 at 9:01 a.m. at the Cheval Golf and Country Club - Sunset Room, 4310 Cheval Blvd, Lutz, Florida.

Present and constituting a quorum were:

Lori Lencioni	Vice Chairperson
Scott Hostler	Assistant Secretary
Tim McClain	Assistant Secretary
Ronald Nagy	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	Attorney
Tonja Stewart	Engineer
Shelly Bramm	Greenacre Properties
Paul Wills	Community Services
Scott Leroy	Fieldstone
Angie Mason	Fieldstone
Several Residents	

The following is a summary of the discussions and actions taken at the December 17, 2015 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order and Ms. Lencioni 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
November 17, 2015 Meeting**

Ms. Lencioni stated each Board member received a copy of the minutes of the November 17, 2015 meeting and requested any corrections, additions or deletions.

One change was made, which will be reflected in the amended copy of the minutes.

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor the minutes of the November 17, 2015 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Wills reported the following:

- A parked car was hit last night by the rover. They spoke with the car owner and have already started the claim process to take care of the issue.
- From November 17, 2015 to date 209 residents from both Cheval East and Cheval West have accessed the system.
- From November 17, 2015 to date 6,778 nonresidents were admitted through the Lutz Lake Fern gate and 7,650 nonresidents were admitted through the Ramblewood gate.
- There were 4,165 barcode hits at Chambord and 3,463 telephone entry uses.
- There were 17,569 barcode hits at Lutz Lake Fern gate and 18,641 barcode hits at the Ramblewood gate. The Dale Mabry entrance in Cheval East had 30,955 barcode hits.

B. Landscaper

There being no report, the next item followed.

C. Community Association Manager’s Report

Ms. Bramm reviewed her report and discussed the following:

- Some residents in Chambord are upset with the location of the bushes along the fence. There is a lot of space between the bushes and the fence and the residents are concerned someone can hide there. Ms. Bramm will request they move them closer to the fence.
- Ms. Bramm inspected the sidewalk on Maisons Drive and marked 57 spots that need to be grinded.

SIXTH ORDER OF BUSINESS

Attorney’s Report

Mr. Gardner reported the following:

- Code Enforcement cited 5512 Lutz Lake Fern Road and the hearing is scheduled for January 22, 2016. He encouraged one Board member attend and as many residents as possible. Mr. Hostler will attend.
- The easement agreement with 5150 TPC Boulevard has been executed and recorded.

- Ms. Bramm reported have of the propane tanks have been completed.
- There was discussion regarding posting of a lost dog sign and the need to set guidelines. Going forward signs for lost dogs, cats and people can be posted at the two resident barcode readers, and one on each stop sign at the main thoroughfare for no longer than seven days. The signs cannot be larger than 8½ by 11 inches. Notices can also be published on the website.

FIFTH ORDER OF BUSINESS

Engineer’s Report

Ms. Stewart reported the following:

- Ms. Stewart is preparing the application for the NPDES permit renewal. She asked if all the lots have been sold. Mr. McClain stated there are two buildable lots.
- DEP provided Ms. Stewart with a presentation on illicit discharges, which she would like to post on the District website.

SEVENTH ORDER OF BUSINESS

CDD Manager’s Report

A. Follow-up Items

There being none, the next item followed.

B. Discussion Regarding Direct Billing for Certain Inquiries

Mr. Vega stated Severn Trent Services directly bills requestors for documents such as estoppel letters. He requested the Board pass a motion authorizing additional language be included to Severn Trent Services’ scope of services:

Fees not paid to the District: The manager will charge \$75 per lot per estoppel and/or closing statement for the request of said information.

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor *Fees not paid to the District: The manager will charge \$75 per lot per estoppel and/or closing statement for the request of said information* will be added to the Severn Trent Services’ scope of services.

EIGHTH ORDER OF BUSINESS

Old Business

The following was discussed:

- There was further discussion regarding the sidewalks and the current inspection process and action plan. There was consensus to have an annual inspection on December first of every year.
- Mr. McClain commented on the improvement in holiday decorations this year.

NINTH ORDER OF BUSINESS **New Business**

A. Renovation of Landscaping at Ramblewood
There being none, the item is to be removed from the agenda.

TENTH ORDER OF BUSINESS **Supervisors' Requests**

There being none, the next item followed.

ELEVENTH ORDER OF BUSIENSS **Approval of Financials Dated October 31, 2015 and Greenacre Properties Invoice**

The Board reviewed the financials.

On MOTION by Mr. McClain seconded by Mr. Nagy with all in favor the financials and Greenacre Properties invoice were approved.

TWELFTH ORDER OF BUSINESS **Audience Comments**

There was discussion regarding the passing of former Supervisor and resident Verne Taylor.

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor a \$100 donation to the Realtor Care Foundation in memory of Mr. Verne Taylor was approved.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

There being no further business,

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



Rohn Harmer
Chairperson