

**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, February 18, 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:

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|------------------|---------------------|
| Rohn Harmer | Chairman |
| Lori J. Lencioni | Vice Chairperson |
| Scott Hostler | Assistant Secretary |
| Tim McClain | Assistant Secretary |

Also present were:

| | |
|-------------------|-----------------------|
| Mark Vega | District Manager |
| Truett Gardner | Attorney |
| Tonja Stewart | Engineer |
| Shelly Bramm | Greenacre Properties |
| Paul Wills | Community Services |
| Larry Rhum | Greenview Landscaping |
| Paul Woods | OLM |
| Several Residents | |

The following is a summary of the discussions and actions taken at the February 18, 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

There not being any, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
January 21, 2015 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the January 21, 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. McClain with all in favor the minutes of the January 21, 2015 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Wills reported the following:

- There are no major issues to report.
- The situation on Maisons Drive has quieted down. They are expected to be out of the house by the end of the weekend.
- Mr. Hostler discussed the temporary fence on Chambord. There is a wooden structure not located on District property that will hopefully be removed once the permanent fence is installed.
- He reported UB Cite, LLC is the new owner of 6105 Savoy Circle. Mr. Wills suspected contractors were staying at the house. It may also be some of the contractors are leaving their cars there while they carpool.
- He has had conversations with the head of security at Lake Carlton Arms regarding kids crossing over into Cheval West. They are experiencing issues with the renters in Maisons as well and there is an eviction in process. They will meet to discuss how they can work together on issues with the border to both communities.
- There have been several power outages due to bad transformers. Gate equipment has not been affected.
- Mr. Hostler noted a process server was at 6105 Savoy Circle last week.

B. Landscaper

The following was discussed:

- Pine straw mulch will be installed.
- The landscaping behind the Ramblewood gate is complete. There is a lot of utility equipment located in the area and the sewer line had to be replaced due to tree roots.
- New plants were installed in front of the Lutz Lake Fern Road wall as well as the east Avenal entrance.
- There was a mainline leak at the west Avenal entrance that needed to be repaired.
- Mr. Woods reviewed the tree pruning bids.

- ValleyCrest Tree Care Services - \$27,760 (Recommend removal of some trees for an additional cost of \$3,250)
- Florida Landscape Consultants - \$59,500
- Pete & Ron's Tree Services - \$142,755
- Ms. Lencioni mentioned the last time the trees were pruned by a company, they did a terrible job. She thinks the proposed process by ValleyCrest is a more effective way of taking care of the landscaping.

On MOTION by Ms. Lencioni seconded by Mr. McClain with all in favor the bid from ValleyCrest was approved, including the removal of certain trees, at a total cost of \$31,010.

- Mr. Woods reviewed the timeline for the landscape maintenance bid process and specifications. Ms. Lencioni will work with Mr. Woods and Ms. Bramm to define the area for a separate landscaping quote.

FIFTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart discussed the following:

- When the permit review was initiated for the gate on St. Laurent and Lutz Lake Fern, someone indicated there was an emergency access easement. The easement cannot go through a vacating process because it is not dedicated to anyone.
- She questioned the legal liability with releasing the easement.
- Mr. Harmer thinks data is needed on the sound issue before any decision on expenditures is made.
- There was Board consensus for staff to present the process and costs associated with re-platting the easement.
- She is working with the golf course in the evaluation of Lake 20 and will continue to do inspections and work on the connection between the pond and the well.
- Mr. McClain explained outflow is the responsibility of the golf course. The outflow goes into County owned marsh land. The current level of Lake 20 and the marsh land are both high.
- She provided an update on the NPDES permit. Mr. Harmer will have to sign documents going forward as the Chairman. The documents currently being worked

on are for the first two years of the four year permit. There will be another report in November for the second two years.

- Ms. Lencioni mentioned the bollards behind the Ramblewood gatehouse near the backflow. Mr. McClain questioned if they are required by code. Ms. Bramm will look into it. Mr. McClain asked for clarification before the bill for the bollards is paid. If it is not required, the District will not pay for it.

SIXTH ORDER OF BUSINESS

Attorney's Report

A. Discussion of Replacement of Sidewalk/Driveway for Ms. Schwartz

The following was discussed:

- Mr. Gardner explained the District is responsible for the sidewalk from edge to edge. The area from the edge of the sidewalk to the house and the other edge of the sidewalk to the end of the driveway is the property owner's responsibility.
- Ms. Bramm will coordinate with Ms. Schwartz and the sidewalk vendor so a proposal can be provided to Ms. Schwartz. The District will then figure out what portion of the quote they are responsible for.

FOURTH ORDER OF BUSINESS

Field Staff Reports (Continued)

C. Community Association Manager's Report

Ms. Bramm reviewed her report and discussed the following:

- Bids to paint the monuments range from \$3,000 to \$6,000. All vendors bid on the same specifications.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor the proposal from Lou Phillips Painting at a cost of \$3,900 was approved.

- Three bids were submitted for pressure washing: \$18,900, \$19,173 and \$31,219. Mr. McClain feels while the tot lot should be pressure washed yearly, the sidewalks should be addressed on a case by case basis. The Board agreed.
- Ms. Lencioni noted the lamps on the palm trees coming into Ramblewood have been out for several months. Mr. Wills stated the lights are on when he arrives in the morning. It may be an issue with the timer.

SEVENTH ORDER OF BUSINESS

Manager's Report

A. Follow-Up Items

The following was discussed:

- He asked the Board for direction on the wooded area in Chambord. No direction was given at this time.
- The tree pruning will put expenses for landscaping over budget. Funds will have to be reallocated at the end of the Fiscal Year.

EIGHTH ORDER OF BUSINESS

Old Business

A. Gate on St. Laurent/Lutz Lake Fern

This item was discussed under the Engineer's Report.

B. Gate Management System: Tim McClain

Mr. McClain provided an update on the gate system.

- The first step is to finalize a cost sharing agreement.
- Equipment and software will be split 44% on trips for Cheval East and the Club and 56% for Cheval West.
- The Club will pay a small percentage of monthly charges for software.
- Cheval West will pay 100% of hardware costs for Chambord.

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor a cost sharing agreement with Cheval East was approved as outlined above.

SIXTH ORDER OF BUSINESS

Attorney's Report (Continued)

Mr. Gardner reviewed his report and reported 18520 Ramblewood Road is listed for sale.

Mr. Nagy was able to push this issue with County Code Enforcement.

EIGHTH ORDER OF BUSINESS

Old Business (Continued)

C. Chambord Chain Fence and New Wall/Fence

No action was taken on this item.

D. "No Parking" Signs at the Chambord Entrance: Supervisors Hostler and Harmer

Mr. Harmer reported the following:

- Approximately eight signs will be required between the TPC Boulevard entrance and Chambord.

- Four signs would be required if the Board decides to install signs at the intersection of TPC Boulevard and Maisons Drive.
- Mr. Wills reminded the Board only FHP will be able to enforce the signs and they are on property only twice a month.
- Mr. Harmer stated a resident suggested four signs be installed on the south side of TPC Boulevard.

E. Condition of Road Surface on St. Laurent

No action was taken on this item.

F. Contingent Approval of OLM Bid for Landscaping Contracts

This item was addressed under Field Staff Reports.

G. New Process for Approval of Bar Codes for New Renters

The following was discussed:

- Under the current process rental contracts are provided to Mr. Wills and after verification a bar code is issued.
- Two new options were presented.
 - The contract addresses the covenants and explains renters have the same obligations to comply with the covenants.
 - If the contract does not include this information, a separate contract is to be provided for the renter to sign.
- There was Board consensus to follow the same process as Cheval East where owners and renters must sign a complete package including the lease and an acknowledgement of an understanding of the covenants.

NINTH ORDER OF BUSIENSS

Supervisors' Requests

The following was discussed:

- Mr. Hostler asked about the Chambord fence. It will be left on the agenda under *Old Business*.
- Mr. Harmer reported Cheval East approved contributing \$5,000 towards an Independence Day Celebration.

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the Board approved \$5,000 to participate in the Independence Day Celebration with Cheval East.

- Mr. Harmer reported Cheval East wants to hold a shredding event.

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor \$300 was approved towards a shredding event with Cheval East.

TENTH ORDER OF BUSINESS

**Approval of Financials Dated
January 30, 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 and Greenacre Properties invoice were approved.

ELEVENTH ORDER OF BUSINESS

Audience Comments

The following was discussed:

- Mr. Econom asked about 5402 Avenue Simone. He saw cars parked there. Mr. Wills responded the house has been rented and a copy of the lease was provided to Greenacre Properties.
- Mr. Burley requested a copy of the engineer's report with regard to Lake 20. Mr. Harmer stated there was verbal communication from the field engineer to Ms. Stewart. He has requested a written report of the analysis and it is being worked on.
- Mr. Burley requested a copy of the minutes of this meeting. Mr. Vega will email a copy of the minutes once they are approved.
- A resident questioned why the Board approved \$5,000 for an event, but not \$10,000 for a fence at Chambord. Ms. Lencioni explained the \$5,000 was budgeted. The Board wants to do their due diligence on their decision for a fence.
- A resident addressed pressure washing of the sidewalks.

TWELFTH ORDER OF BUSINESS

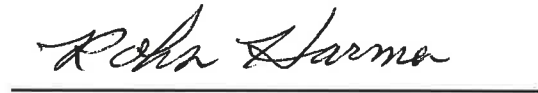
Adjournment

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