

**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, May 20, 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
Tim McClain	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	Attorney
Shelly Bramm	Greenacre Properties
Paul Wills	Community Services
Larry Rhum	Greenview
Scott Leroy	Fieldstone
Angie Mason	Fieldstone
Lloyd Radder	ValleyCrest
Several Residents	

The following is a summary of the discussions and actions taken at the May 20, 2015 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

There was moment of silence in recognition of those who served the United States of America to protect our freedom.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Harmer reviewed the agenda.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
April 15, 2015 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the April 15, 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 April 15, 2015 meeting were approved as modified.

FOURTH ORDER OF BUSINESS

Discussion of Landscape Vendors

A. Greenview

Mr. Rhum addressed the Board and reviewed Greenview’s qualifications.

- Ms. Lencioni would like Greenview to be more proactive with suggestions for the community.
- At Mr. Harmer’s request, Mr. Rhum reviewed the process he uses for hiring his staff. An immigration attorney is used to verify applicants are legally permitted to work in the United States.
- Mr. McClain questioned the process for background checks. Mr. Rhum is not familiar with the process used by the attorney.

B. Fieldstone

Mr. Leroy and Ms. Mason of Fieldstone addressed the Board and reviewed Fieldstone’s qualifications.

- Mr. Hostler asked how they handle property upgrades. They have an in-house designer and design system.
- Mr. McClain asked what day of the week they plan on mowing. It is at the Board’s discretion.
- Mr. McClain asked about their hiring process. They have a strict hiring process. They use E-Verify, perform background checks and drug testing.
- The Board questioned how they would handle doing Cheval West in addition to Cheval East. It was explained they would pick a new crew to handle just Cheval West.

C. ValleyCrest

Mr. Radder addressed the Board and reviewed ValleyCrest’s qualifications.

- Mr. McClain asked about irrigation management. Irrigation Management consists of regular inspection of zones and scheduling of clocks on a regular basis.

- Ms. Bramm asked about their company merger. ValleyCrest is merging with Brickman. Brickman does not have an office within 150 miles of Tampa. They are happy with how ValleyCrest manages its accounts and there will not be changes in the Tampa area.
- Mr. Hostler asked how many days a week they anticipate being on property. They anticipate being on property a couple of days a week for regular maintenance. Other projects will be scheduled in.
- Mr. Hostler asked about quality control backup. There is a production manager to help the account manager oversee each crew. Mr. Radder performs quality inspections as well.
- Mr. McClain asked about their hiring process. They look for people on a national and regional basis. There is a hiring and training specialist. They do drug testing, check driving records and verify proper documents. New hires go through a 90 day training and observation period.
- Mr. Radder explained the mulching process.

D. Comments by District Manager and District Counsel on Chapter 190 Requirements for Category 4 Expenditures

Mr. Vega reviewed the bidding process for landscape maintenance. All the bids are under the \$195,000 threshold for competitive bidding. The maximum term of a contract is three years with the option for renewal. The contracts have a 30 day out clause.

The Board reviewed and discussed the landscaping proposals. There was Board consensus for Mr. McClain to negotiate pricing with Fieldstone and discuss onsite storage for equipment.

FIFTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Wills reported the following:

- He reported all five officers on last Thursday's first, second and third shifts were drug tested by the Department of Agriculture and passed.
- One of the residents reported his house was broken into. The police are investigating. This resident also requested he not be disturbed by Community Service when he leaves his garage door open.

B. Landscaper

There being no report, the next item followed.

C. Community Association Manager’s Report

• Fence on Terrain de Golf

Mr. Vega reported the landscaping has been cleared from the area. The temporary fence was removed last week and the new fence is scheduled to be installed on May 26, 2015. The new fence will go into the water and will run all the way to the wall adjacent the sidewalk on Lutz Lake Fern.

• Signs for Parking on Terrain de Golf and Maisons

Ms. Bramm reported the signs have been ordered.

• Backflow Device for Lutz Lake Fern Gatehouse

Ms. Bramm reported the backflow is complete.

• Database Update Form

Ms. Bramm reported the form was completed and will be mailed out.

SIXTH ORDER OF BUSINESS

Engineer’s Report

A. Maison’s Curb Settlement

Report included in the agenda package states general observations. There were three areas along Maison that had significant water standing in the curb. Oak trees appear to have raised the curb at each location where the water began to stand.

B. TPC Boulevard Flooding

Ms. Stewart stated in her report that an investigation of the flooding on TPC Blvd is needed, by plugging and dewatering pipe system then visual inspection of inside of pipes to determine cause.

SEVENTH ORDER OF BUSINESS

Attorney’s Report

A. Pink Palace

Mr. Gardner updated the Board on his meeting with Code Enforcement.

B. Ramblewood Wall Cleaning

Mr. Gardner will be speaking with Commissioner Higginbotham on this topic at an upcoming meeting.

C. Gate to Lutz Lake Fern Road from St. Laurent

Mr. Gardner will be speaking with Commissioner Higginbotham on this topic at an upcoming meeting.

D. Storage Tank Removal

Mr. Gardner updated the Board that the new contact at Heritage Propane is Andrea Mills and Heritage Propane is ready to remove the tanks but they are concerned about some of the locations on resident lots.

EIGHTH ORDER OF BUSINESS Manager’s Report

A. Follow-Up Items

Mr. Vega stated the only follow up item was the fence in Chambord that he reported on at the beginning of the meeting.

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

Board Consensus to eliminate line # 3 in the Resolution prior to Motion.

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor Resolution 2015-4, pre-authorizing spending limits, was adopted.

C. Distribution of the Proposed Budget for Fiscal Year 2016 and Consideration of Resolution 2015-5

Mr. McClain MOVED for an 8% increase in the Budget. There being no second, the motion died.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with Ms. Lencioni, Mr. Hostler and Mr. Harmer voting aye and Mr. McClain voting nay, a 9% increase in the Budget was approved.

- Increase to be placed in the category of Capital Outlay.
- Board Consensus to re-notice July, August and September meetings one day later to Thursday. July 15th to the 16th, August 19th to the 20th and September 16th to the 17th.

D. Report on Number of Registered Voters – 1,516

This is for informational purposes only.

NINTH ORDER OF BUSINESS Old Business

A. Gate Management System

Tabled to be discussed at the next meeting

B. Video Camera System

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor ScanSys was approved contingent upon verifying UPS's pricing from the contract at a cost not to exceed \$20,000.00.

C. Internet Connection to Chambord Gate

Discussion occurred that the connection was established prior to the Board meeting.

D. Date for Resident Workshop Meeting

Discussion occurred and establishing the date will be determined based on the vendor selection.

TENTH ORDER OF BUSINESS

Supervisors' Requests

There being no report, the next item followed.

ELEVENTH ORDER OF BUSINESS

Approval of Financials Dated April 30, 2015 and Greenacre Properties' Invoice

The Board reviewed the financials.

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

TWELFTH ORDER OF BUSINESS

Audience Comments

Discussion of the vacant seat occurred and a written report was requested by Earl Burley on the status of the lake behind his house. Mr. Harmer stated he will request a copy from Ms. Stewart. 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 adjourned at 12:46 PM

Mark Vega
Secretary

Rohn Harmer
Chairman