

**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 Tuesday, November 17, 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 Lencioni	Vice-Chairperson (at continuation)
Scott Hostler	Assistant Secretary
Tim McClain	Assistant Secretary
Ronald Nagy	Assistant Secretary

Also present were:

Jim Hayford	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 November 17, 2015 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

FIFTH ORDER OF BUSINESS

Engineer's Report

Ms. Stewart reported the following:

- The NPDES annual report needs to be filed. This report is for May of 2014 through May of 2015.
- She will continue to educate the community on the NPDES permit.
- Mr. Harmer asked if there was resolution on swimming pool discharges previously discussed where the County had a different interpretation of the ordinance than the

State. Ms. Stewart believes it will be an ongoing discussion. The County has their position and she suggests following what the County says.

- She provided Mr. Hostler with three educational articles for the newsletter.

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
October 15, 2015 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the October 15, 2015 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the minutes of the October 15, 2015 meeting were approved.

FOURTH ORDER OF BUSINESS

Field Staff Reports

B. Landscaper

Mr. LeRoy and Ms. Mason provided a landscaping update and the following was discussed:

- They are addressing an issue with turf weeds.
- Irrigation repairs are still being worked on. There are two or three valves they were having issues with the tracking wires. They hope to have it corrected this week.
- Mr. McClain commented on OLM deducting ten out of ten points for weeds when they never deducted the previous company that much for weeds.
- Mr. Hostler attended the last inspection and noticed OLM was stricter than they have been in the past.
- Mr. McClain requested their landscapers pick up landscaping debris if they see it while in the community.
- Mr. Nagy stated he noticed improvements.
- Ms. Bramm stated Ms. Lencioni met with Ms. Mason to go over the fence proposal at Chambord. It has been revised.

On MOTION by Mr. McClain seconded by Mr. Nagy with all in favor landscaping work at the Chambord fence was approved at an amount not to exceed \$6,000.

- Ms. Bramm stated there was discussion regarding expanding the annual bed at the front entrance at Lutz Lake Fern. It requires taking out some of what is currently there and installing new annuals, which costs \$1,400. It will also increase the cost of annuals by \$900 each quarter.

A. Community Services

Mr. Wills reported the following:

- There was an incident on St. Laurent last weekend where a woman was checking her irrigation at 2:30 a.m. and her neighbor claimed the flashlight was shining into the bedroom windows and there was pounding on the windows. The resident called the rover, who suggested in the future the Sheriff's Department be called first. The resident felt it was not his responsibility to call the Sheriff's Department and that it was the rover's responsibility to respond to the call and determine whether it is necessary to call the Sheriff's Department. Mr. Wills clarified it is not the rover's responsibility to determine whether the Sheriff's Department needs to be called.
- The new system is in use at all gates and all attendants are trained.
- There were 27,411 barcode hits from residents and members at Lutz Lake Fern gate from October 1, 2015 through November 16, 2015. The attendants also scanned in 7,797 nonresidents and residents without barcodes.
- There were 5,082 barcode hits at the Chambord gate and 2,588 telephone entry uses from October 1, 2015 through November 16, 2015.
- There were 37,879 barcode hits at the Ramblewood gate and attendants scanned in 7,154 nonresidents and residents without barcodes from October 1, 2015 through November 16, 2015.
- A total of 67 new barcodes were issued for the District and 57 barcodes were deleted from October 1, 2015 through November 16, 2015.
- The camera system is also running and is continuously being monitored.
- Out of the 505 letters sent to Cheval East residents, only ten calls were received from residents needing help logging in or correcting information. Ms. Bramm stated the first batch of Cheval West letters are ready to be mailed out tomorrow. She was going to do them in three separate mailings separated in alphabetical order. If Cheval

East only received ten calls for 500 letters, then she does not see an issue with mailing all of them at one time. There was consensus to mail all of them together.

- More barcodes are needed. The least expensive are \$3.20 a piece with a minimum order of 1,000. Cheval East also needs to purchase barcodes and Mr. Wills will check if they approve ordering 500 so they can split the order with Cheval West. Mr. McClain stated if they do not approve it, then Cheval West will purchase 1,000.

C. Community Association Manager's Report

Ms. Bramm reviewed her report and discussed the following:

- The Athletic Club is requesting to hold a Holiday Parade on December 12, 2015 starting at 8:30 p.m. with decorated golf carts going through the whole community. They plan to start in Cheval East, travel through Avenue Avenal, left on TPC Boulevard, left on Chemille Road, around Savoy Circle back out to Chemille Road, then to TPC Boulevard and back to Cheval East. There was no objection from the Board.
- A new table and benches were purchased for the tot lot. The table is smaller than expected with the whole setup measuring six feet. Mr. Harmer looked at the table and noted it is good quality.

On MOTION by Mr. McClain seconded by Mr. Hostler with all in favor the purchase of another octagon table for the tot lot at a cost not to exceed \$1,000 was approved.

- 5150 TPC Boulevard had to resubmit their request for a circular driveway to the ARC. It was approved by the ARC, but it is pending the release of an easement. Mr. Gardner stated he is preparing an easement that will be ready for execution tonight. The driveway goes over District property and an easement is being prepared with an indemnification clause to protect the District.

SIXTH ORDER OF BUSINESS

Attorney's Report

Mr. Gardner reported the following:

- Heritage Propane is moving forward with the process of removing the tanks.

- Mr. Gardner has been in contact throughout the month with Commissioner Higginbotham’s office regarding 5512 Lutz Lake Fern Road. The owner is going to be cited and it will run through the normal code enforcement process.
- Pink Tati, LLC applied for rezoning. Mr. Nagy stated the application was for a residential treatment center and recovery home for adolescent girls with eating disorders. They have withdrawn the request for a rezoning hearing.
- There was concern over changes to the borrow pit that would affect the south side of Lutz Lake Fern Road. Mr. Gardner reviewed the file and the changes being made do not impact the south side of Lutz Lake Fern Road. New fencing and buffering will be installed along Lutz Lake Fern Road.

SEVENTH ORDER OF BUSINESS

CDD Manager’s Report

A. Follow-up Items

There being none, the next item followed.

B. Updated Financials as of September 30, 2015 – Informational Only

This item is for informational purposes only.

EIGHTH ORDER OF BUSINESS

Old Business

A. Golf Cart Policy

There was brief discussion regarding golf carts. Enforcement is an issue and there was consensus that education is the best way to handle use of golf carts.

NINTH ORDER OF BUSINESS

New Business

A. Renovation of Landscaping at Ramblewood

Mr. Harmer reported Ms. Lencioni is working on this project.

TENTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Harmer reported he will not be in attendance at the December meeting.

TWELFTH ORDER OF BUSINESS

Audience Comments

The following was discussed:

- Mr. Burley suggested including an article in the newsletter informing residents about the Athletic Club parade. The Board explained it is past the deadline for it to be in the newsletter. Mr. McClain suggested including information in the mailing going out. Ms. Bramm also suggested sending a blast email in addition to the mailing.
- Mr. Burley stated the agendas for the CDD and CWCA are not updated. Mr. McClain explained he was unable to log in to update the website.

- Ms. Barbara Nagy asked if a rover will accompany the parade. Mr. Wills responded he prefers not to have a rover involved with the parade for liability reasons.

ELEVENTH ORDER OF BUSIENSS

Approval of Financials Dated October 31, 2015 and Greenacre Properties Invoice

Mr. McClain MOVED to approve the financials dated October 31, 2015 and the Greenacre Properties invoice and Mr. Hostler seconded the motion.

Mr. McClain asked about *gate control copies*. Ms. Bramm responded they were for barcode update forms.

On VOICE vote with all in favor the previous motion passed.

TENTH ORDER OF BUSINESS

Supervisors' Requests (Continued)

Mr. Hostler asked if Ms. Bramm could look into a simple covering at the end of St. Laurent Drive to block the view of the fence. Ms. Bramm responded it is in process. She is waiting for proposals to consider options.

THIRTEENTH ORDER OF BUSINESS

Continued

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Nagy with all in favor the meeting was continued until 6:30 PM.



Acting Chairman