

**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 15, 2016 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:

Tim McClain	Chairperson
Scott Hostler	Vice Chairperson
Butch Brown	Assistant Secretary
David Bowman	Assistant Secretary
Tracy Willsie	Assistant Secretary

Also present were:

Mark Vega	District Manager
Shelly Bramm	Greenacre Properties

The following is a summary of the discussions and actions taken at the December 15, 2016 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There being no audience, the next item followed.

THIRD ORDER OF BUSINESS

Administrative Matters

The Oath of Office was administered prior to the meeting in order to have a quorum.

A. Consideration of Officers – Resolution 2017-01

On MOTION by Ms. Willsie seconded by Mr. Bowman with all in favor Resolution 2017-01, designating Tim McClain as Chairman, Scott Hostler as Vice-Chairman, Mark Vega as Secretary, Stephen Bloom as Treasurer, Bob Koncar as Assistant Treasurer, Butch Brown, David Bowman and Tracy Willsie as Assistant Secretaries was adopted.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of November 17, 2016 Meeting

- Mr. McClain stated each Board member received a copy of the minutes of the November 17, 2016 meeting and requested any corrections, additions or deletions.
- There were no corrections, additions or deletions to the minutes.

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor the minutes of the November 17, 2016 meeting were approved.

FIFTH ORDER OF BUSINESS

Field Staff Report

A. Community Services Report

- Mr. Wills was not present at today's meeting. Mr. Hostler provided an update on his behalf.
- Discussion ensued regarding the telephone entry system. Mr. Wills was able to locate a company familiar with the system. They have taken a look and identified what the problem is. The cost to repair was much less than anticipated.
- Mr. Wills continues to collect the radar data which shows there is a significant increase in speed. Letters were sent to the residents who reside around the Maison area, and there was a 50% reduction in speed since. These results will be presented at the Traffic Committee meeting.
- Discussion ensued regarding different avenues to reach resident other than letters.
- Discussion ensued regarding a policy to communicate to residents who park outside the gate area. Mr. Hostler spoke with Mr. Wills about this concern and indicated we cannot take responsibility for the vehicle parked there and Mr. Wills is to inform his staff.
- Mr. McClain suggested talking to the County Commissioner about having a tow away zone sign posted in this area.

B. Landscape

- Fieldstone representatives were present at today's meeting to introduce themselves and provide an overview to the new Board members.
- Angie Mason was promoted to Lead Account Manager.

- Larry Moffett was promoted to Irrigation Manager.
- Joe Pichardo is now the Account Manager for Cheval West.
- Fieldstone received a 90% from OLM. One of their biggest deductions was for ant mounds, which were treated.
- The spray team, applied shrub fur and liquid fur on the property.
- The team has been applying more deer pellets around the overpass.
- There have been some issues with some pine trees with pine beetles. A plan has been put in place to address this infestation to ensure no pine trees are lost.
- The landscaping at the front near the benches is completed and a new plant bed has been placed there.

Larry Moffett reported on irrigation:

- Irrigation has been a tough battle and they have to ensure we are not overwatering.
- Mr. McClain questioned Mr. Vega where things were with the irrigation survey of the property. Mr. Vega stated the surveyor will be out and start next week.
- Discussion ensued regarding the irrigation system and looking at things, which can be done in the interim until the irrigation concerns are addressed.
- Discussion ensued regarding the various types of mulch and it was requested to see what is available? Mr. Pichardo was requested to bring a few samples for the Board.

C. Community Association Managers' Report

Ms. Bramm presented the following:

- Lights for the fountain, when the Board approved this proposal, the request was to have the ability to change the light color. Currently there is no ability to change colors, this is an additional cost.
- The vendor mentioned there is also a programmable controller which is the preference of the Board; the cost is \$2,400. The contractor has indicated the colored light brightness is 75% of the current lights.

<p>On MOTION by Mr. Brown seconded by Mr. Bowman with all in favor purchasing the programmable colored fountain lights from Architectural Fountains in the amount of \$2400 was approved.</p>

- The Board liaison for landscape renovations, Mr. McClain nominated Ms. Willsie.
- Ms. Bramm stated the budget for this committee is \$30,000 a year.
- Ms. Bramm shared an email she received from Mr. Larry King. Mr. King is looking for support from Cheval West to come and disseminate information about an upcoming event. Mr. McClain will post it on the website.
- Discussion ensued on flag pole lighting and day light or warm light bulbs. Ms. Bramm will clarify with Accurate LED the type.

On MOTION by Mr. Hostler seconded by Mr. Bowman with all in favor for Accurate Electronics to install the flag pole lightings not to exceed \$916 was approved.

On MOTION by Mr. Brown seconded by Mr. Bowman with all in favor to amend prior motion, for Accurate LED to install the flag pole lightings not exceeding \$916 was approved.

- Ms. Bramm presented pictures of the light fixtures for the Chambord gate lights. This discussion was tabled to look at other fixtures.

D. Cheval East Liaison

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer’s Report

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Attorney’s Report

The Attorney emailed the Board his report.

- Discussion ensued regarding the contract and it was suggested to review it. As well, to look at what other firms would be charging.
- Mr. McClain stated there are three choices we keep it like it is, restructure what you have or see what else is out there
- Mr. McClain will ask Mr. Gardner to provide the Board with what is included in the monthly charges for his services.

EIGHTH ORDER OF BUSINESS

CDD Manager’s Report

Mr. Vega provided the following,

- At the new supervisor orientation, a Hopping, Green & Sam representative discussed Sunshine violations for Board members who are also on an HOA. Having a discussion in the HOA meeting and discussing a CDD matter, would constitute a sunshine violation.
- Mr. Vega explained what a CDD workshop is and how it eliminates the chance of having any of these violations. During a workshop there can be extensive discussions on various items and proposals. There is no recording, and no motions it is just conversation.

On MOTION by Mr. Hostler seconded by Ms. Willsie with all in favor advertising notification for a CDD workshop to begin at 11:00 am after each monthly CDD meeting at a cost of not to exceed \$300.00 was approved.

- Mr. Vega will contact Mr. Gardner to verify whether having a workshop after or before the CDD meeting is part of the CDD meeting or is it considered a separate meeting.

NINTH ORDER OF BUSINESS

Old Business

- Mr. Hostler questioned Ms Bramm if there was any follow-up regarding having the closure at the St. Laurent gate as discussed at the October meeting. She informed him the gap cannot be covered as it would no longer make this gate functional.
- Mr. McClain will meet with the Fieldstone representative next week to discuss the irrigation situation.

TENTH ORDER OF BUSINESS

New Business and Supervisors' Request

- Discussion ensued regarding having a representative of Cheval West as liaison at the Cheval East Board meeting. It will be decided at the next meeting who will represent Cheval West; if it would be an individual or would the Board rotate.
- Cheval East meeting is the 4th Wednesday of each month.

ELEVENTH ORDER OF BUSINESS

Approval of Financials Dated October 31, 2016 & Greenacre Properties Invoice

On MOTION by Mr. Hostler seconded by Ms. Willsie with all in favor the financials dated October 31, 2016 and the Greenacre Properties Invoice were approved.

TWELFTH ORDER OF BUSINESS

Audience Comments

There being no audience, the next item followed.

December 15, 2016

Cheval West C.D.D.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Bowman with all in favor the meeting was adjourned at 11:27 a.m.



Tim McClain
Chairperson