

**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, January 21, 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:

Rohn Harmer	Chairman
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 January 21, 2016 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order and Mr. Harmer 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
December 17, 2015 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the December 17, 2015 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Ms. Lencioni seconded by Mr. Nagy with all in favor the minutes of the December 17, 2015 meeting were approved.

FOURTH ORDER OF BUSINESS

Field Staff Reports

A. Community Services

Mr. Wills reported the following:

- There were 16,442 barcode hits at the Lutz Lake Fern gate.
- There were 25,679 barcode hits at the Ramblewood gate.
- There were 4,054 barcode hits at Chambord and 3,607 telephone entry uses.
- The equipment is all up and running.
- Only 3.21% of Cheval East and West residents are utilizing the Dwelling Live system.
- He provided the Board with written procedures for Dwelling Live, which has been incorporated in the Standard Operating Procedures.
- There was an incident in December when a resident on St. Laurent Drive left her garage door open and her bicycle was stolen. As a result of this incident a new procedure has been incorporated. It is now mandatory for rovers to notify residents when they see an open garage door from sunset to sunrise. This will all be documented for the record.
- On January 9, 2016 the resident at 6114 Chene Court called Community Services as well as the police to report he saw a suspicious person on his property at 3:30 a.m. Neither Community Services nor the police found anyone near the property. Patrols have been increased and there have been no further issues in the area.
- Community Services received a call last night from the resident at 6108 Chene Court saying her neighbor has a construction project going on at the house and has been burning construction material in his backyard at night. Discussion ensued on how to handle these types of issues.

B. Landscaper

Ms. Mason reported the following:

- There was an irrigation issue at the new hedge in Chambord during Christmas Break. Six of the plants were damaged and will be replaced under warranty.

- They continue to treat fire ant mounds.
- Mr. McClain asked what they are doing with the curve that goes under the overpass at TPC Boulevard and Chemille Drive. Ms. Lencioni stated she saw deer eating the plants. Ms. Mason will look into what can be done.
- The Board reviewed several renderings for landscape plans.
- Mr. Hostler asked about using an additive in the well water system to prevent stains on the sidewalk. He suggested a cost comparison for using the additive versus cleaning the sidewalks often.

FIFTH ORDER OF BUSINESS

Engineer’s Report

Ms. Stewart reported the following:

- The NPDES annual report is complete and the notice of intent for the renewal was filed. The renewal is required every five years.
- Ms. Stewart did research on the design of TPC Boulevard. The traffic on TPC Boulevard does not justify a four lane “highway”. It is supposed to be a two lane road with wide lanes. It is wide enough to accommodate two vehicles, which may be misleading. The TIC previously reviewed the recommendation for a bicycle lane on TPC approximately four years and were told by the County Traffic Engineer that a bicycle lane would encourage more people to be on the road. The TIC did not have a recommendation to install a bicycle lane at that time.
- Ms. Lencioni asked if they were wide enough to include a bicycle lane. Ms. Stewart responded they are wide enough to include a bicycle lane.
- Mr. Harmer would like a study of how serious of a problem exist with passing cars before considering bicycle lanes. He is concerned adding bicycle lanes may cause other safety issues.
- Mr. McClain questioned what recourse the District has when residents or contractors are illegally discharging material into the storm drains. Ms. Stewart responded Hillsborough County has enforcement power and should be notified.

C. Community Association Manager’s Report

Ms. Bramm reviewed her report and discussed the following:

- Sidewalk maintenance is ongoing. Neighborhoods with trees are more of an issue.

- OLM inspections are now the first Wednesday of every month at 3:00 p.m.
- There is an issue with the driveway at 18735 Chopin Drive. If the District repairs the apron, it may cause more damage to the driveway. Mr. McClain suggested repairing the sidewalk portion.
- Heritage Propane continues to work and is making sure all tanks are identified for removal.
- There was discussion regarding funds for sidewalk repairs.

On MOTION by Ms. Lencioni seconded by Mr. Hostler with all in favor sidewalk repairs and grinding were approved at an amount not to exceed \$11,000.

SIXTH ORDER OF BUSINESS

Attorney’s Report

Mr. Gardner reported the following:

- The Code Enforcement hearing for 5512 Lutz Lake Fern Road is January 22, 2016 at 9:00 a.m. Mr. Hostler will attend. Mr. Gardner encouraged residents to attend as well.
- Mr. Gardner and Mr. Vega have been in contact with the attorney assigned by the insurance carrier for the sidewalk slip and fall litigation. They provided him with information on the continuous system used by the District to evaluate and repair sidewalks as funds become available.

SEVENTH ORDER OF BUSINESS

CDD Manager’s Report

A. Follow-up Items

Mr. Vega reported the following:

- Assessment collections are three percent lower than they usually are at the end of December.
- The Golf Course will hold their Fourth of July Celebration on July 3, 2016 because they feel they will have a better turnout.
 - There was discussion regarding a request for barcodes from the Dabbs family, 6120 Cezanne Avenue. The parents have serious health issues and the children are requesting barcodes to have fast access to their parents’ house if needed.
 - Ms. Bramm confirmed there were no current barcodes issued to this address and no outstanding assessments.

- A power of attorney was given to the children.

Ms. Lencioni MOVED to issue two temporary barcodes to the children and Mr. McClain seconded it.

- Mr. Hostler expressed concern over setting a precedent that may lead to several people claiming medical conditions to obtain additional barcodes.
- Ms. Bramm verified the barcodes issued to this property was deactivated in April of 2014 for past due assessments.

On VOICE vote with Ms. Lencioni, Mr. McClain, Mr. Harmer and Mr. Nagy voting aye and Mr. Hostler voting nay, the motion as previously outlined passed.

NINTH ORDER OF BUSINESS

New Business

Mr. Harmer reported Cheval East wants to hold a shredding event on May 21, 2016. The minimum cost is \$500 and it would be split between Cheval East and Cheval West.

On MOTION by Ms. Lencioni seconded by Mr. McClain with all in favor a total not to exceed \$300 was approved for the shredding event with Cheval East on May 21, 2016.

TENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. McClain asked if anything was done about the OLM rate increase. Mr. Vega responded he notified them the District did not want to accept the increase.

EIGHTH ORDER OF BUSINESS

Old Business

Mr. Hostler discussed the decision to allow signs to be posted on a limited basis. He questioned whether the District has authority to allow signs, being the CWCA bylaws do not allow them.

Mr. McClain responded the CDD is a government entity and is not subject to CWCA covenants.

TENTH ORDER OF BUSINESS

Supervisors' Requests (Continued)

Mr. McClain stated a resident who owns Rusty's Lawn and Landscaping is offering his services to inspect the community once a month for an hour at no charge. Discussion ensued regarding the use of a resident in place of OLM.

Ms. Bramm stated Rusty’s Lawn and Landscaping would like to advertise on the ChevalWest.com website. There was consensus not to allow any advertising on the website.

ELEVENTH ORDER OF BUSIENSS

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

There being no questions or comments,

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the financials dated December 31, 2015 and Greenacre Properties’ invoice were approved.

TWELFTH ORDER OF BUSINESS

Audience Comments

The following was discussed:

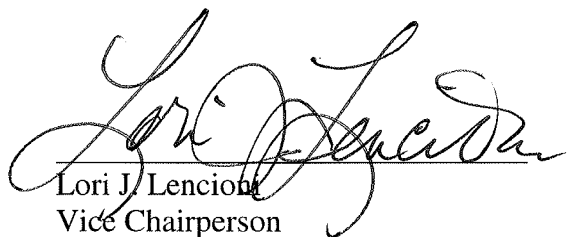
- Mr. Burley asked for the status of the gate at the end of St. Laurent Drive. Ms. Bramm responded the landscapers cleared the area and material weaved in the chain link fence will be installed. She expects to have this done by next week.
- Mr. Burley stated the turn lane coming from Van Dyke Road onto Ramblewood Road cannot be a legitimate size turn lane. He suggested the District send a letter to FDOT about it. During the meeting, Mr. Vega sent an email message to the County regarding this matter.
- Mr. Burley asked what the best way of communicating questions or concerns to the Board is. Ms. Bramm responded it is best to contact her and she will respond or redirect the information to the appropriate person if needed.
- Mr. Burley asked about the implementation of an emergency program. Mr. Harmer responded Mr. Wills distributed his emergency plan for the District to the Board.
- A resident stated the Golf Course posted signs stating *private parking only for TPC golfers or for the Cuatro Restaurant*. Mr. Harmer stated he will follow up.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Lori J. Lencioni
Vice Chairperson