

**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, October 20, 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	Chairperson
Lori J. Lencioni	Vice Chairperson
Tim McClain	Assistant Secretary
Ronald Nagy	Assistant Secretary
Scott Hostler	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	Attorney
Shelly Bramm	Greenacre Properties
Paul Wills	Community Services
Larry Moffatt	Fieldstone
Several Residents	

*The following is a summary of the discussions and actions taken at the October 20, 2016 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 being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
September 15, 2016 Meeting**

Mr. Harmer stated each Board member received a copy of the minutes of the September 15, 2016 meeting and requested any corrections, additions or deletions.

A correction was noted and will be included in the approved minutes.

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the minutes of the September 15, 2016 meeting were approved as amended.

**FOURTH ORDER OF BUSINESS**

**Field Staff Reports**

**A. Community Services**

Mr. Wills provided the following update:

- While training a new gate attendant, the gate arm accidentally dropped on the landscaper's truck. Mr. Wills will submit a claim to his company's insurance who will pay for the damages. The gate arm was damaged beyond repair, but his company will take care of this.
- On the October 15, 2016 at 1:20 a.m., a resident's 16-year-old daughter hit the island near the Lutz Lake Fern and took out a magnolia tree as well as a couple of oak trees and her car was totaled. The driver's insurance information was obtained and the police report was forwarded to Ms. Bramm.
- Mr. Vega suggested Mr. Truett Gardner check with Mr. Steve Gardner as they have done a lot of work on the topic of security footage at Arbor Greene CDD. Arbor Greene CDD determined it is security footage and per the statute not public record. Residents cannot see the footage to see at what time someone came in or went out. If they wish to see who has signed in the gate for them, they can be given a copy of this information. With regards to data certain information has to be redacted, such as social security numbers inputted into the system because it is required for a bar code.
- Mr. Gardner will look into the current status of that law.

**B. Landscaper**

Mr. Larry Moffatt presented the following:

- Fieldstone received a 91% from OLM.
- Some issues with turf and bed weeds, but they have been working on throughout the year.
- They replaced sod in areas that had issues
- Discussion ensued regarding the location of one of the newly planted palms trees.
  - i. **Water Usage**
- Mr. Moffatt has continued the inspections and has found out the meters do not stop moving but they slow down. He has continued inspections on different days and different times of the day, but notes there is an issue somewhere. He has gone around the community looking for wet areas. There has to be a leak somewhere, but it is not visible. He will continue to search for the location of the leak

- Mr. Vega has used Insight Irrigation, at two different communities where they review the entire irrigation system and provide plans. The last time this was done, it cost \$2,500.
- The irrigation company will come in and review every piece of the system. They provide a report of all the things which are in need of repair and they will trace the lines and may do some digging if they find wet areas.
- The district is currently \$19,000 over budget for water this year.

On MOTION by Mr. McClain seconded by Mr. Nagy with all in favor not-to-exceed \$3,500 for an irrigation as-build was approved.

**C. Community Association Manager's Report**

Ms. Bramm presented the following:

- The fountain was installed yesterday.
- A proposal under \$1,400.00 was submitted for LED lighting by a licensed electrician.
- The contractor will take some of the existing lights and repurpose them by putting them behind the bulletin board sign. Any extra lights left over will be kept in the office

On MOTION by Mr. McClain. seconded by Ms. Lencioni. with all in favor the LED lighting proposal was approved.

- Ms. Bramm is going to have the contractor bid out on the flag lights in the front.
- Sidewalks are being cleaned.
- Discussion ensued regarding the gate at St. Laurent Drive. It will be a solid surface cement board which will help reduce noise. The gate will not be changed, but the panel will be covered. Ms. Bramm has been asked to get a quote to fill the gap.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

Ms. Stewart presented the following:

- She did a number of drainage inspections during the dry spell in the spring. As a result of the above average rainfall there was an explosion of invasive nuisance vegetation around the wetland buffers. If there is a drought, the fear is the vegetation will be so dense it can fuel wildfires. She will provide an article informing residents of the wetland buffers behind their houses.

- It is important to understand the limits of what can legally be mowed and make sure areas are being mowed. The next step is for the lake management company to talk to the Board about the vegetation. The vines are of concern because they are bad for the environment.
- Hillsborough County does not require permits for this activity because they are a huge advocate for it. They want conditions for the wetland buffer areas to be documented. Anything in the wetland area itself requires a permit.
- Ms. Stewart wants to take an opportunity to give a storm water management speech to the residents so it can be documented for the NPDS. She stated there is a permit through the Federal and State Governments. The District is responsible for reporting how the ponds are monitored. Discussion ensued regarding the ponds within the community. Polluted water is going into the ponds as well as discharge water from roof drainage, down spouts, air conditioners, and pools which are called elicited discharges. Ms. Stewart wanted to inform the residents if they had any such discharges, to get in touch with the District so they can be informed about the proper ways to manage those type of connections. She will provide storm drain management brochures at the next meeting in addition to sending the articles to Mr. Hostler to be placed in the newsletters.

**SIXTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Gardner presented the following:

- Mr. Gardner submitted both applications for 5512 W. Lutz Lake Road. It has been continued until December. He spoke to Commissioner Higginbotham about it. He would like to come back to the Board and stay in contact to see if there are any issues the County could assist with. This will be tabled for the next meeting.
- Mr. Gardner will provide a full report on cameras at next meeting.

**SEVENTH ORDER OF BUSINESS**

**CDD Manager's Report**

**A. Motion: Assigning of Fund Balance as of September 30, 2016**

Mr. Vega reviewed the fund balance.

On MOTION by Ms. Lencioni seconded by Mr. McClain with all in favor Assigning of Fund Balance as of September 30, 2016 was approved as presented.
---

**B. Follow-up Items**

- Mr. Vega informed the Board the District was under budget for Fiscal Year 2016.
- Elections are November 8th. The new members do not sit on the Board until November 22<sup>nd</sup>. Those who win will be sworn in at the Board at the December meeting.
- Mr. Harmer thanked those who have shown an interest in being part of the Board.

**EIGHTH ORDER OF BUSINESS**

**Old Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**New Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors' Request**

- Ms. Lencioni questioned Ms. Bramm if everything was ready for Holiday Fun for Community Services. She was informed that it was all ready.
- Mr. Harmer discussed the high turnover with US Securities. Mr. Harmer suggested a pay increase for onsite from \$10.00 to \$10.50 an hour.

**ELEVENTH ORDER OF BUSINESS**

**Approval of Financials Dated September 30, 2016 & Greenacre Properties Invoice**

On MOTION by Mr. McClain seconded by Ms. Lencioni with all in favor the financials dated September 30, 2016 and the Greenacre Properties Invoice were approved.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

- Resident comments were received by the Board.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

~~Rohn Harmer~~ *Tim McClain*  
Chairperson