

**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 April 20, 2017 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
Truett Gardner	District Counsel
Tonja Stewart	District Engineer

The following is a summary of the discussions and actions taken at the April 20, 2017 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. McClain called the meeting to order and called the roll. Four supervisors were in attendance.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

None.

THIRD ORDER OF BUSINESS

Approval of the Minutes of March 16, 2017 Meeting

- Corrections were requested and will be part of the final minutes for the record.

On MOTION by Mr. Brown seconded by Mr. Bowman with all in favor the minutes of the March 16, 2017 meeting were approved as amended. 4-0

FOURTH ORDER OF BUSINESS

Engineer's Report

A. Speed Bump Quotes

- Ms. Stewart indicated the proposal for speed bumps was included in the package. She reported on a meeting she attended regarding some traffic issues within another community, which were emergency response time, emergency vehicles and the ability to drive over the speed bumps.
- In order to have a current plan which addresses the traffic regulation, she thinks a new traffic study needs to be initiated
- Discussion continued regarding speed bumps.
- Discussion ensued regarding the speed of vehicles.
- Mr. McClain requested additional data.

Ms. Willsie joined the meeting.

B. Drainage

- Ms. Stewart indicated she is trying to see the overlap between landscape maintenance services, the water management services, and the aquatic management services at the grass line because she is beginning to see some erosion issues.
- The Districts' ponds were constructed in a manner in which they are generally in good condition.
- In the past 15 years, she has seen a big change in the construction methods. The Districts' ponds do not have the same problems as some of the newer ponds but what she is trying to bring to their attention is, that zone is extremely susceptible to erosion.
- If you are having erosion issues, what they would like to do is create a buffer and mow at a higher height so we do not get it down to the base because a lot is behavioral grass so we try to keep it more of a buffer. Buffering is a good idea.
- Ms. Stewart has had to report to some of her clients the failure of the aquatic plant programs which resulted in \$300 million dollars of future erosion repair. In digesting this information, and hearing the backlash from residents Ms. Stewart would like the Board to keep in mind they are trying to prevent huge costs associated with erosion and also would like the Board to consider this as a long term erosion protection program.

- Mr. McClain questioned if a review of all the ponds was done. Ms. Stewart indicated this had been done.
- The last item Ms. Stewart shared was the result of the inspection.
- The annual inspection was done, however, Ms. Stewart did not have a copy of the report available but will email it out to the Board members.
- This year, Ms. Stewart looked at the master drainage plan. Previous years, she has asked the inspector to go out and check every pond.
- This year because of the drier weather, she looked at the drain structures that are interconnected. There are some structures that look like they have not been maintained probably for ten years. Ms. Stewart just received a proposal which she will distribute and request additional proposals.
- There are 22 structures that need maintenance the proposal was for \$10,400. Ms. Stewart stated if the Board wants to wait to do this next month, she will solicit the proposals and provide the report in next months' agenda.
- The \$10,400 includes 22 structures clearing. She is creating a map of every drainage structure and for them to consider having landscape or pond easement included in their scope so they can just spray it or herbicide it and keep it clear so that we do not have to do it every year or every 10 years.
- Ms. Stewart was questioned by Mr. McClain on the length of the process. She indicated it takes approximately ½ day for each area. Mr. McClain indicated it would be in the best interest to do it this month and requested that Ms. Stewart get additional quotes but not going higher than \$10,400.

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor not to exceed \$10,400 to clean out pond outfall management structures was approved. 5-0

FIFTH ORDER OF BUSINESS

Field Staff Report

A. Landscapers' Report

Mr. Joe Pichardo provided the following update:

- The OLM report was 90%.
- 10-point deduction for the annuals which had not quite bloomed yet.
- 2-point deduction for leaf litter in the pine straw.

- 3-point deduction for irrigation management.
- Mr. Pichardo introduced Mr. Chris Eastman, the owner of Fieldstone.
- The turf color is improving.
- Some issues with the clocks for irrigation.
- Overall the inspection went very good.
- Some warranty sod was placed in areas that were stressed out due to the drought conditions which he will replace before the next inspection.
- The purpose for bringing Mr. Eastman was to discuss irrigation with the Board and what Fieldstone can do for the District.
- Mr. Eastman inquired if the Board had received an irrigation audit. The Board indicated they had not seen the results of this audit. Mr. Vega informed the Board they should be receiving these results shortly.
- Over the last two weeks Mr. Eastman and Mr. Pichardo have been walking through. He indicated the system is 40 plus years old and discussion ensued regarding the wiring.
- In the last two and half months they have personally paid about \$3,000 in irrigation repairs which they have not charged the District for.
- Fieldstone has wanted to be part of this community for years. He feels that they are now getting into the groove of maintaining the place, they are getting it efficiently and effectively, but there are still some things to work on as a team.
- The big challenge for them has been the cost and the big challenge for the District and them is the back and forth.
- They are having the same issues in Cheval East. What he proposed to the East he would like to propose to the District.
- To pay for an irrigation technician to be on site half a day every single week.
- The District already has two days planned in their contract for inspection. They will permanently do spot inspections every single week and their time is paid for. If there are four heads, five heads replaced we charge the District material cost no labor charge.
- Moving forward from here what he is going to offer, \$2000 to have Fieldstone reps go down the boulevard and change every single head that is not functioning right now. Every single head to the front to the back that is not functioning today they will change them all

out for free, but then moving forward he cannot control it if they stop working five weeks from now he will charge the District.

- The entrance at Ramblewood is not watering right now the pump is down we have called the company they are coming out.
- Further discussion ensued related to irrigation.
- It was suggested that a comprehensive plan be put together to tackle this for the future. Whether we put in a new system or how we deal with the old system because they think the District is throwing away good money after bad and just keep repairing and it is costing money.
- Mr. McClain asked the Board if they wanted to start the trial of having an irrigation technician 5 hours a week and see how it goes. It was suggested to do so for a couple of months and see how it works.

On MOTION by Mr. Bowman seconded by Mr. Brown with all in favor to start the process to pay for ½ a day (five hours) for an irrigation technician once a week at \$45 an hour. Any work done during that time, the District will pay for parts was approved. 5-0

B. Community Services Report

- Discussion ensued regarding purchasing bar codes.
- Discussion ensued on the number of bar codes needed.

On MOTION by Mr. Brown seconded by Mr. Hostler with all in favor to approve purchase of 500 bar codes. 5-0

- Discussion ensued regarding some concerns of noise and lots of cars in the tot lot.
- Mr. Wills questioned whether this area can be chained at dusk and remove the chains at dawn. However, Mr. McClain considers it a liability to have the chains in place.
- Mr. McClain suggested the residents who have issues with the noise should contact the Sheriffs' office and file a complaint.

C. Community Association Managers' Report

Ms. Bamm presented the following:

- She received an invoice from a company that bills for Frontier from October 2016 in the amount of \$57 for TPC.
- The Board questioned whether these charges are for lines that might have been cut.
- Mr. McClain indicated they have to find out who authorized this work. Ms. Bramm will follow-up on this.

D. Cheval East Liaison

None.

SIXTH ORDER OF BUSINESS

Attorney's Report

Mr. Truett Gardner presented the following:

- 5307 Lutz Lane Fern the rezoning across and next to the warehouse. They received a recommendation of denial.
- The second one was a question on the Ramblewood rezoning, which was, where the access was going to be. Mr. Gardner emailed the attorney that represented them, he emailed back Lot 19.

SEVENTH ORDER OF BUSINESS

CDD Manager's Report

1. Preliminary Proposed Budget for Fiscal Year 2018

Mr. Vega noted the following:

- Reviewed the budget for 2018 with the Board.
- Did not put anything in the budget for street lights.
- Mr. Vega spoke with three contractors hoping someone would provide him a ballpark number for the expansion of the back of the gatehouse.
- Contractors he spoke with did not know what the setbacks were and suggested they engage with an architect first.
- Mr. McClain questioned how much an architect would cost. Mr. Vega has reached out to one architect and was told it depends on the scope. The architect would like more information from the Board
- On May 20th, 2015 the Chairperson/Vice-chairperson has \$5000 and the property manager has \$1500 authorization.

- Mr. McClain stated that during an emergency, the chairman or vice-chairman can authorize up to \$5000.

2. Certificate Deposit

- There is a CD that is coming up and normally Mr. Vega would move that CD into another CD but he is hesitant because he did not want the District to have to pay the penalty or lose the interest.
- Mr. Vega was not sure if the Board wanted to put it in a new CD, or leave it in our general checking or move it to the money market.
- Discussion ensued on what to do with the CD. It was decided that they would reinvest.

3. Street Lights

- Discussion ensued related to the street lights.
- Discussion ensued regarding the process of removal of items from Teco and maintenance when reinstalled by the other company.

4. Auditors' Letter

- Included in the package is a letter from the auditor. Mr. Vega reviewed the letter with the Board.

5. Ask Architects

- Ms. Willsie's brother is an architect and she will check with him regarding possible costs.

EIGHTH ORDER OF BUSINESS

Old Business

○ **St. Laurent Road Gate**

- Mr. Burley a resident, contacted Maple Contractors, He has no personal or commercial relationship with this company. On March 16th the handyman services provided a bid

On MOTION by Mr. Hostler seconded by Mr. Bowman with all in favor not to exceed \$575 to reimburse Earl for fencing material was approved. 5-0

NINTH ORDER OF BUSINESS

New Business and Supervisors' Requests

None

TENTH ORDER OF BUSINESS

Acceptance of Financials Dated February 28, 2017 & Greenacre Properties Invoice

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor the financials dated February 28, 2017 were accepted and the Greenacre Properties Invoice was approved. 5-0

ELEVENTH ORDER OF BUSINESS

Audience Comments

None.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor the meeting was adjourned at 11:25 a.m. 5-0



Tim McClain
Chairperson