

**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, June 15, 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
Tracy Willsie	Assistant Secretary

Also present were:

Mark Vega	District Manager
Truett Gardner	District Counsel
Shelly Bramm	Property Manager
Chris Eastman	Fieldstone
Thomas Harrison	Fieldstone

The following is a summary of the discussions and actions taken at the June 15, 2017 Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

- Mr. McClain called the meeting to order and called the roll. At roll call, all Supervisors were in attendance except Mr. Bowman and Ms. Willsie.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

None.

THIRD ORDER OF BUSINESS

Approval of the Minutes of May 18, 2017 Meeting

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

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor the minutes of the May 18, 2017 meeting were approved as amended. 3-0
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FOURTH ORDER OF BUSINESS

Engineer's Report

A. Speed Bump Quotes

- Ms. Stewart was not present at today's meeting.
- Discussion ensued regarding rumble strips.

FIFTH ORDER OF BUSINESS

Field Staff Report

A. Community Association Manager's Report

- Ms. Bramm presented her report to the Board.
- Discussion ensued regarding sidewalk repairs and what is causing this issue.

On MOTION by Mr. Brown seconded by Mr. Hostler with all in favor the funding for sidewalk repair by Kruger not to exceed the amount of \$19,000 was approved. 3-0

B. Landscapers' Report

- Mr. Eastman provided a report to the Board.
- The flower rotation will commence within the next week.
- Discussion ensued regarding changing the location of flower placements.
- Mr. Eastman indicated the flowers are located where there is over watering, therefore the turf in that area remains brown. He suggested replacing those areas with some colorful landscape. He also suggested adding more flowers to the front bed at the entrance of Lutz Lake Fern Boulevard and replace the current flowers which cover the Cheval sign.
- Mr. Eastman discussed the plan and provided his recommendation and will present these ideas at the July Board meeting.
- Discussion ensued about possibly having a water feature.

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor landscaping improvements in the amount of not to exceed \$4,000 was approved. 3-0

- Ms. Bramm was contacted by a homeowner about a sick tree. She has taken a look at it and needs to be removed. As well, she mentioned there is another sick tree located in the median.

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor cutting down two trees and grind one stump in the amount of not to exceed \$2,500 was approved. 3-0

- Discussion ensued regarding irrigation.
- There are approximately 1600 heads on the property and to date Mr. Eastman has replaced 111 of them.
- Mr. Eastman discussed having irrigation repairs included in their current contract.
- He is proposing to add all the irrigation repairs like heads, small line breaks, trip lines, fittings in the monthly contract so there is no extra billing for those items.
- Mr. Vega reviewed the cost spent on irrigation from Larry from October 1, 2012 to September 30, 2015 the total cost was \$16,614.86. The cost with Fieldstone from October 2015 to February 28, 2017 was \$24,141.75.
- Mr. Eastman asked the Board to take a look at the irrigation audit as he recalls the auditor stated it would cost \$100,000 to fix the system.

Ms. Willsie joined the meeting.

- Mr. Eastman has taken a look at the valves and at least 50 of them are leaking water. Discussion ensued to replace the timers which would be covered under warranty for three years.
- Mr. Eastman will prepare a written proposal listing all the items discussed at today's meeting and provide it to the Board within a week.
- Mr. Eastman has four irrigation proposals related to main line breaks. There are four proposals; two of them are for line breaks, one is for a valve on TPC Boulevard and the fourth one is the roundabout area which has to be rewired.

On MOTION by Mr. Brown seconded by Ms. Willsie with all in favor irrigation repairs by Fieldstone at a cost not to exceed \$1,150 were approved.

C. Community Service Report

- Mr. Wills provided his report to the Board.
- An incident occurred on June 12 2017. Mr. Wills has a copy available for the Districts' records.
- Mr. Wills informed the Board there appears to be an issue with the bar code reader at Ramblewood. He has received a couple of notices from residents indicating they have had access to all the entrances except for Ramblewood. Mr. Wills informed the Board this is not covered under warranty, however he has contacted the company to come out and check the equipment.
- There have been no issues affecting Cheval West with commercial traffic from Cheval East using the Lutz Lake Fern Gate as an exit.
- Mr. McClain questioned Mr. Wills about the status of the drivers' license scanner at Ramblewood. He informed the Board a new scanner is currently being purchased.

SIXTH ORDER OF BUSINESS

Attorney's Report

- Mr. Gardner provided the Board with an update.
- A hearing regarding the Lutz Lake Fern facility was held this month. The storage facility attorney requested the zoning hearing be continued in order to continue to work with the surrounding neighborhood. This was allowed, but nothing has been refiled since that time so it is currently on hold.
- Discussion ensued regarding Ramblewood property design and a signage. Mr. Gardner indicated they will continue to monitor this.
- Discussion ensued regarding TECO streetlights. Mr. Vega has been getting the run around with TECO.
- Mr. Gardner suggested a certified letter be sent to TECO indicating what the District is looking for and how long they have been looking for it.
- Mr. McClain suggested we get the full dollar amount from Arkon.

SEVENTH ORDER OF BUSINESS

CDD Manager's Report

- Mr. Vega will follow-up with Ms. Stewart regarding the rumble strips.
- Mr. Brown will speak to the residents regarding the rumble strips.

- Mr. Vega informed Mr. Wills he should receive the options for the gate house extension in approximately six weeks' time.
- Mr. Vega shared that two communities which he manages, one purchased a \$8,000 pressure washing trailer because they got tired of paying for pressure washing and the other purchased a golf cart, generator and grinder and started grinding the sidewalk.
- Mr. McClain stated that would mean a full-time property manager and a part-time handyman if you can justify.

A. FY2018 Modified Tentative Budget

- Mr. Vega provided a very brief overview.
- Mr. McClain indicated the tentative budget is currently on the website.

EIGHTH ORDER OF BUSINESS

Old Business

- Trees and sidewalk funds
- Speed bumps
- The above items will be standing items on the agenda until the work is completed, but will also be discussed at the July meeting.

NINTH ORDER OF BUSINESS

New Business and Supervisors' Requests

- Discussion ensued regarding electronic sign.
- Mr. McClain has done some research and obtained a bid.
- Discussion ensued regarding housing for the signs.
- Mr. McClain indicated there are various types of signage such as LED, LCDTV or the ones which have two or three lines.
- Mr. McClain will research further on outside TVs, as well as software needs.
- Mr. McClain asked the Board if they wish for him to continue to pursue this and get additional bids. A Board consensus was provided for Mr. McClain to continue.
- Mr. McClain indicated he formerly mentioned the District should have a five days per week full-time property manager on site.
- Further discussion ensued regarding the property manager.

TENTH ORDER OF BUSINESS

Acceptance of Financials Dated April 30, 2017 & Greenacre Properties Invoice

- Mr. McClain informed the Board Greenacre Properties did provide the credit for the copies discussed at the previous meeting.

On MOTION by Mr. Hostler seconded by Mr. Brown with all in favor the financials dated April 30, 2017 were accepted and the Greenacre Properties Invoice was approved. 4-0

ELEVENTH ORDER OF BUSINESS

Audience Comments

None.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hostler seconded by Ms. Willsie with all in favor the meeting was adjourned. 4-0



Tim McClain
Chairperson