
MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**COVINGTON PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Covington Park Community Development District was held on **Tuesday, January 26, 2016 at 6:03 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Present and constituting a quorum were:

Rick Reidt	Board Supervisor, Chairperson
Doug Watts	Board Supervisor, Vice Chair
Bill Irwin	Board Supervisor, Assistant Secretary
Lynn Ann Berner	Board Supervisor, Assistant Secretary
Alan Untracht	Board Supervisor, Assistant Secretary

Also present were:

Joseph Roethke	District Manager, Rizzetta & Co., Inc.
Biff Craine	District Counsel, Pettitt Worrell <i>(via phone)</i>
John Toborg	Ops Mgr, Rizzetta & Co.
Matthew Remson	Remson Aquatics
Jerimy O'Neal	Account Manager, Landscape Maintenance Professionals
Josh Axmacher	Landscape Maintenance Professionals
Michael Laster	Access Residential Management
Kim Morton	Access Residential Management
Tony Brost	Tony Brost Electrical Services

Audience

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Roethke called the meeting to order and conducted roll call. All present then stood and recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

Several audience members introduced themselves to the Board.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisor's Regular Meeting held December 15, 2015 and Workshop held on January 12, 2016

On a Motion by Mr. Irwin, seconded by Ms. Berner, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held December 15, 2015 and Workshop held on January 12, 2016 for Covington Park Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for December 2015

On a Motion by Ms. Berner, seconded by Mr. Untracht, with all in favor, the Board ratified the Operation & Maintenance expenditures for December 2015 totaling (\$53,209.23) for Covington Park Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Craine informed the Board that a monitoring report has been issued regarding an item that needs to be resolved from the last bond issue. Mr. Craine is working with Bond Counsel on this.

Mr. Craine also mentioned that he plans to attend next month's meeting in person.

(Mr. Craine left while the meeting was in progress at 6:13 p.m.)

B. District Engineer

Not present.

C. Landscape & Irrigation Update

Mr. Toborg distributed the field inspection report and reviewed any issues presented in the report. A discussion ensued regarding several landscape issues. Mr. Axmacher provided irrigation information to the Board from the recently installed WeatherMatic System.

D. Pond Maintenance Update

Mr. Remson reviewed the pond inspection report with the Board. Mr. Remson discussed issues that were resolved with the fountain in pond #3. A discussion ensued regarding several other maintenance issues.

(Mr. Remson left while the meeting was in progress at 6:31 p.m.)

E. Community Coordinator

Ms. Van Haren was not present, but Mr. Roethke distributed a proposal for fitness equipment repairs to the Board. A discussion ensued.

On a Motion by Mr. Reidt, seconded by Mr. Untracht, with all in favor, the Board approved a not-to-exceed amount of (\$6,000.00) for a new treadmill with final signoff to be given by Ms. Berner for Covington Park Community Development District.

1. Consideration of Proposal for Monarch Pool Building Repair

Mr. Roethke presented a proposal for Monarch Pool Building Repair to the Board.

On a Motion by Mr. Irwin, seconded by Mr. Untracht, with all in favor, the Board approved a proposal from T&R Painting for Monarch Pool Building Repair at a total cost of (\$2,600.00) for Covington Park Community Development District.

F. District Manager

Mr. Roethke noted that the next Board of Supervisors' regular meeting will be held on Tuesday, February 23, 2016 at 6:00 p.m. at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

G. Review of Future Planning Item List

Mr. Roethke reviewed the Future Planning Item List with the Board. A discussion ensued. No formal Board action was taken.

SIXTH ORDER OF BUSINESS

Consideration of Proposals from LMP

Mr. Roethke presented several proposals for plant installations to the Board. A discussion ensued.

On a Motion by Mr. Reidt, seconded by Ms. Berner, with all in favor, the Board approved proposals from LMP for plant installations at Guilford and Cromwell entrances at a total cost of (\$6,718.00) for Covington Park Community Development District.

(Mr. Toborg, Mr. O'Neal, and Mr. Axmacher left while the meeting was in progress at 6:56 p.m.)

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Lighting Upgrades

Mr. Roethke presented proposals for lighting upgrades to the Board. Mr. Brost discussed his proposal with the Board.

On a Motion by Mr. Reidt, seconded by Mr. Watts, with all in favor, the Board approved the proposal from Tony Brost Electrical Services for lighting upgrades at the Guilford and Cromwell entrances at a cost of (\$7,136.48) for Covington Park Community Development District.

EIGHTH ORDER OF BUSINESS

Discussion Regarding Staff Payroll

Mr. Reidt gave an opening statement of his thoughts regarding the current employee situation within the District. Mr. Reidt recommended that Access Residential Management replace Ms. Van Haren as the Community Coordinator with the District. Mr. Watts agreed. The remaining Board members added their comments as well, and Mr. Untracht agreed with Mr. Reidt and Mr. Watts.

Mr. Laster added his comments regarding the Board's recommendations. A discussion ensued.

On a Motion by Mr. Reidt, seconded by Mr. Untracht, with three in favor and Mr. Irwin and Ms. Berner opposed, the Board put Access Residential Management on notice that Ms. Van Haren needs to be replaced as Community Coordinator at Covington Park CDD as soon as possible for Covington Park Community Development District.

Mr. Laster discussed employee staffing evaluations with the Board. Mr. Laster mentioned issues with hiring residents to work within the community. A discussion ensued regarding potential replacements. Access Residential Management will place a temporary employee on site until a permanent employee can be hired.

(Mr. Laster and Ms. Morton left while the meeting was in progress at 8:18 p.m.)

NINTH ORDER OF BUSINESS

Consideration of Proposals for Monarch Pool Bathroom Remodel

Mr. Roethke presented proposals to the Board for a remodel of the Monarch Pool Bathroom. The Board would like to look into options to restore rather than remodel.

TENTH ORDER OF BUSINESS

Consideration of Proposal for Sidewalk Curb

Mr. Roethke presented a proposal to install a retaining curb at the clubhouse sidewalk. This item has been tabled.

ELEVENTH ORDER OF BUSINESS

Consideration of Proposal for Camera System

Mr. Roethke presented a proposal from MHD Communications for security camera system upgrades. A discussion ensued. The Board would like to see additional proposals at a future meeting.

TWELFTH ORDER OF BUSINESS

Master Plan Discussion

Mr. Roethke informed the Board that the architect is working on their proposal and this will be presented at the next meeting.

THIRTEENTH ORDER OF BUSINESS

Establishment of an Audit Committee

Mr. Roethke informed the Board that it is required to establish an audit committee in order to begin the audit RFP process.

On a Motion by Ms. Berner, seconded by Mr. Untracht, with all in favor, the Board established the current Board of Supervisors as audit review committee, with the first audit review committee meeting to be held on February 23, 2016 at 6:00 p.m. at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, FL 33572 for Covington Park Community Development District.

FOURTEENTH ORDER OF BUSINESS

Monthly Unaudited District Financial Summary

Mr. Roethke presented the monthly unaudited District Financial Summary to the Board. No formal Board action was taken.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Untracht would like the Board to consider sub-contracting the janitorial services to a third party.

Mr. Reidt discussed county collection costs with the Board.

Mr. Reidt mentioned pool inspection details.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Berner, seconded by Mr. Watts, with all in favor, the Board adjourned the meeting at 8:46 p.m. for Covington Park Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman

