

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, November 22, 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:

Bill Irwin	Board Supervisor, Assistant Secretary
Lynn Ann Berner	Board Supervisor, Assistant Secretary
Alan Untracht	Board Supervisor, Assistant Secretary
Tarlese Allen	Board Supervisor, Assistant Secretary
Jennifer Van Haren	Board Supervisor, Assistant Secretary

Also present were:

Joseph Roethke	District Manager, Rizzetta & Co., Inc.
Grant Phillips	District Manager, Rizzetta & Co., Inc.
Biff Craine	District Counsel, Pettitt Worrell Wolfe Rocha LLC (via phone)
Cathy Sobrito	Community Coordinator
Keith Remson	Remson Aquatics
John Toborg	Ops Manager, Rizzetta & Co.
Audience	

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Phillips 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

Audience comments were entertained, regarding landscaping issues and the desire for the new Board to come together and work for the benefit of the Community.

THIRD ORDER OF BUSINESS

Oath of Office to Newly Appointed Officers

Mr. Phillips, a notary in the State of Florida, administered the oath of office to Tarlese Allen and Jennifer Van Haren. Ms. Allen and Ms. Van Haren swore and affirmed to the Oath as read into the record.

FOURTH ORDER OF BUSINESS

Resolution 2017-04, Redesignating Officers

Mr. Phillips presented Resolution 2017-04 to the Board stating that it is customary after every election to re-designate officer for the District. Nominations were made to appoint William Irwin as Chairman and Lynn Ann Berner as Vice Chairman. Mr. Phillips stated that the remaining Supervisors along with himself and Greg Cox would be named as Assistant Secretaries for signatory purposes.

On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors adopted Resolution 2017-04, appointing William Irwin as Chairman, Lynn Ann Berner as Vice Chairman, and Alan Untracht, Tarlese Allen, Jennifer Van Haren, Grant Phillips, and Greg Cox as Assistant Secretaries for Covington Park Community Development District

FIFTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Regular Meeting Held on October 25, 2016

On a Motion by Mr. Irwin, seconded by Ms. Berner, with all in favor, the Board of Supervisors approved the Minutes of Board of Supervisors' Regular Meeting Held on October 25, 2016 for Covington Park Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for October 2016

On a Motion by Mr. Irwin, seconded by Ms. Berner, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for October 2016 (\$85,514.30) for the Covington Park Community Development District.

SEVENTH ORDER OF BUSINESS

Ratification of Series 2015 Bond Requisitions #5 & 6

Mr. Phillips presented the Series 2015 Bond Requisitions.

On a Motion by Ms. Berner, seconded by Mr. Irwin, with all in favor, the Board of Supervisors ratified the Series 2015 Bond Requisitions #5 & 6 for the Covington Park Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Craine congratulated the new Supervisors and stated that he enjoyed working with the former ones.

Mr. Craine provided a brief update of the status of the property behind the clubhouse, explaining that he hopes to have more information by the next meeting.

Mr. Craine responded to questions from the Board regarding the need for a formal agreement between the HOA and CDD relative to the information kiosk. He stated that since the kiosk will not be manned, no formal agreement will be needed.

B. District Engineer
Not present.

1. Master Plan Discussion

Discussion was held regarding the Master Plan for the District relative to parking concerns, fencing in the Basketball Court, bond market conditions, and the need to schedule a workshop. Frustration was expressed with the lack of communication from Fieldstone. A request was made for the design for the Master Plan to be forwarded to the new Supervisors.

NINTH ORDER OF BUSINESS

Landscape and Irrigation Update

Mr. Toborg reviewed the details of this report and responded to Board questions on turf issues and plant installation choices. He stated that Mr. Carlson should be invited to attend the December meeting.

1. Consideration of Proposals form LMP

Mr. Toborg reviewed the proposals presented in the agenda packet and asked that the Board table those related to Bahia grass. He recommended approval of the remaining proposals, but not to complete the work until after Valentine's Day. The Board asked that a separate action list plan be created for Landscaping and bring the proposals back closer to when the work will be scheduled.

A resident presented a concern regarding a conservation area behind 6705 Brighton Park that is encroaching onto their property. Discussion ensued regarding a proposal from Keith Remson to address concerns at that address and at 7101 Cromwell Park in the amount of \$2,875.00.

On a Motion by Mr. Untracht, seconded by Ms. Berner, with all in favor, the Board of Supervisors approved the proposal from Remson Aquatics in the amount of \$2,875 to restore the easements behind 6705 Brighton Park and 7101 Cromwell Park for the Covington Park Community Development District.

2. Consideration of Water Restriction Notice

Following a brief discussion, the Board rejected the notification as in past years.

TENTH ORDER OF BUSINESS

Pond Maintenance Update

Mr. Remson presented his report, noting the pond stocking. Concern was expressed with the grass along the edge of pond 36. It was stated that the pond is almost dry and would be a good choice for dredging. Mr. Remson stated that the timers on the fountain lights would be adjusted for the time change.

ELEVENTH ORDER OF BUSINESS

Community Coordinators Report

Ms. Sobrito discussed her report and asked about either removing or replacing the newspaper dispensers as they are in bad shape. The Board confirmed that the tree should not be lit until the tree lighting event occurs. The Board indicated that they should be removed if the paper will not replace them. She spoke and sought direction from the Board regarding items found behind tabs 9, 10, 12, 13, 14, 15, and 16. The Board approved the use of the Amenity Facilities by a resident to complete a community service requirement by teaching crocheting and asked for the listing of residents who will be participating in the fitness classes. She stated that the pressure washing has been completed, the Christmas tree has been repaired, the lights ordered, the ADA Chair remotes addressed and noted other maintenance issues that have been brought to her attention.

TWELFTH ORDER OF BUSINESS

Consideration of Proposals for Basketball Court Repaving

The Board decided to sod the section that is lower and wait to resurface the courts when it all needs to be done. A recommendation was made to do the tennis courts along with the basketball courts when it is time to try and attain better pricing.

THIRTEENTH ORDER OF BUSINESS

Consideration of Proposals for Oak Park Pool Resurfacing

On a Motion by Ms. Berner, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved Option 3 of the proposal from Pool Doctor to resurface the Oak Park Pool in the amount of \$24,843.40 as discussed for the Covington Park Community Development District.

It was noted that funding will come from the reserve account.

FOURTEENTH ORDER OF BUSINESS

Consideration of Usage of District Amenity Facilities

Ms. Sobrito confirmed that there are other vendors teaching classes that are not residents and there is nothing in the rules that prohibit it. It was noted that once the Master Plan is completed the rules and fees can be adjusted.

On a Motion by Mr. Irwin, seconded by Ms. Berner, with all in favor, the Board of Supervisors approved entering into an agreement with Lina Wilburn to offer fitness classes for the Covington Park Community Development District.

Management confirmed that Ms. Sobrito's position was a permanent one and there were no plans to pull her from the community.

FIFTEENTH ORDER OF BUSINESS

Consideration of Proposals for Aluminum Bleacher Installation

Following a brief discussion, it was decided to table the matter until additional proposals can be obtained for the four row bleacher.

SIXTEENTH ORDER OF BUSINESS

Consideration of Proposal for Interactive Clubhouse Message Board

The Board tabled action on this item until a firm can be found that will handle updating the message board as needed or a software program that will allow for District updating. It was explained that the Board will allow residents to go to the kiosk (message board) that will allow them access to the event schedule, HOA and District documents, etc.

SEVENTEENTH ORDER OF BUSINESS

Ratification of Proposal for Replacing ADA Chair Remotes

On a Motion by Ms. Berner, seconded by Mr. Untracht, with all in favor, the Board ratified approval of the proposal from Energy Crisis for ADA chair remotes at a cost of (\$770.00) for the Covington Park Community Development District.

EIGHTEENTH ORDER OF BUSINESS

Consideration of Proposal for Door Replacement

On a Motion by Ms. Allen, seconded by Ms. Van Haren, with all in favor, the Board ratified the approval of the proposal from southeast Windows and Glass for door replacement at a cost of (\$1,900) for the Covington Park Community Development District.

NINETEENTH ORDER OF BUSINESS

Consideration of Proposal for Pressure Washing

On a Motion by Ms. Berner, seconded by Mr. Irwin, with all in favor, the Board of Supervisor ratified that proposal for pressure washing at a cost of \$500 for the Covington Park Community Development District.

TWENTIETH ORDER OF BUSINESS

Consideration of Proposals for Holiday Lights

On a Motion by Mr. Untracht, seconded by Ms. Berner, with all in favor, the Board of Supervisors ratified the purchase of holiday lights for LED Holiday Lighting in the amount of \$419.70 for the Covington Park Community Development District.

TWENTY- FIRST ORDER OF BUSINESS

Consideration of Proposals for Electrical Work

Discussion was held regarding both proposals with the Board choosing to table the one for the Monarch Pool.

On a Motion by Mr. Untracht, seconded by Mr. Irwin, with all in favor, the Board of Supervisor approved a proposal from Tony Brost Electrical to replace the lights at the Bristol Monument in the amount of \$1,085.04 for the Covington Park Community Development District.

TWENTY-SECOND ORDER OF BUSINESS

District Manager Report

Discussion was held regarding planning a workshop and changing the regular December meeting to the 13th,

On a Motion by Ms. Berner, seconded by Mr. Irwin, with all in favor, the Board of Supervisor authorized Staff to advertise a change in the December meeting from the 20th to the 13th at 6:00 p.m. at the same location for the Covington Park Community Development District.

TWENTY-THIRD ORDER OF BUSINESS

Supervisor Requests


A request was made for Management to prepare a spreadsheet highlighting the accounts that were over budget last year, noting reasons wherever possible. Discussion was also held regarding concerns with obtaining the 2 permits for night swimming and the possibility of needing to contact the State Department of Health Directly.

Ms. Allen expressed her excitement to be serving on the Board.

TWENTY-FOURTH ORDER OF BUSINESS

Adjournments

On a Motion by Ms. Berner, seconded by Mr. Untracht, with all in favor, the Board adjourned the meeting at 9:00 p.m. for Covington Park Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman