

**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, December 13, 2016 at 6:00 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	<b>Board Supervisor, Chairman</b>
Lynn Ann Berner	<b>Board Supervisor, Vice Chairman</b>
Alan Untracht	<b>Board Supervisor, Assistant Secretary</b>
Tarlese Allen	<b>Board Supervisor, Assistant Secretary</b>
Jennifer Van Haren	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Grant Phillips	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Anthony Milam	<b>LMP Representative</b>
Scott Carlson	<b>LMP Representative</b>
Bill Bowers	<b>George F. Young</b>
Cathy Sobrito	<b>Community Coordinator</b>
Keith Remson	<b>Remson Aquatics</b>
John Toborg	<b>Field Service Manager, Rizzetta &amp; Co., Inc.</b>
John Crawford	<b>Field Service Manager, Rizzetta &amp; Co., Inc.</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

Mr. Phillips called the meeting to order at 6:05 p.m. and conducted roll call. All present then stood and recited the Pledge of Allegiance.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Kerry Elwell, a former Board Supervisor, was present and addressed the Board. She requested that the sheriffs be brought back to patrol the neighborhood. Ms. Elwell expressed her concern for the safety of children walking to school and discussed the lack of available sidewalks. The Board addressed her concerns.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors' Regular Meeting held on November 22, 2016**

Mr. Phillips presented the minutes from the November 22, 2016 regular meeting to the Board for consideration and addressed some minor changes that would be made.

On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the minutes from November 22, 2016 as amended for the Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for November 2016**

On a Motion by Mr. Untracht, seconded by Ms. Berner, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for November 2016 (\$56,782.02) for the Covington Park Community Development District.

**FORTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Craine was not present to give his report.

**B. Master Plan Bond Discussion with MBS Capital Markets**

Mr. Phillips informed the Board that he would obtain a report on the subject prepared by Mr. Cox and email it to them prior to the next meeting.

**C. District Engineer**

Mr. Plate was not present to give his report.

**1. Master Plan Discussion with Fieldstone Team**

Mr. Phillips led the Board in a brief discussion about the Master Plan with the Fieldstone Team represented by Mr. Bowers. A workshop is tentatively scheduled for January 10, 2017 at 6:30 p.m. at the Rizzetta & Company Riverview office to discuss this topic in further detail.

**D. Landscape & Irrigation Report**

Mr. Phillips presented the Field Inspection Report. Mr. Toborg and Mr. Crawford reviewed the details of this report with the Board. General questions from the Board were addressed.

**1. Consideration of Proposals from LMP**

Mr. Phillips presented several LMP proposals to the Board for consideration. Conversation continued from the Landscape and Irrigation Report forum. General discussion from the Board ensued. Mr. Toborg addressed the LMP Representative present regarding turf issues and asked that they resolve concerns which have been mentioned multiple times previously. The LMP Representative stated that they would address turf issues with the Rizzetta Field Service Team and complete the repairs in a timely manner.

**E. Pond Maintenance Update**

Mr. Phillips presented the Pond Maintenance Report to the Board and Mr. Remson reviewed the details of this report. A discussion ensued regarding various maintenance issues that needed to be addressed in the community.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposal for Electrical Work**

Mr. Phillips presented the proposal to the Board for consideration. A discussion ensued. The Board decided to table this topic again to allow Ms. Sobrito more time to conduct research. A suggestion was made to bid future projects out for price comparison.

**SIXTH ORDER OF BUSINESS**

**Consideration of Aluminum Bleacher Proposal**

Mr. Phillips presented a proposal for the installation of aluminum bleachers to the Board for their consideration. The Board decided to table this topic until the next meeting. A request was made to readdress the topic of the baseball field bleachers replacement in September of next year.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Software Requirements for Clubhouse Kiosk**

Mr. Phillips led a discussion with the Board regarding software requirements for the kiosk in the clubhouse. General discussion ensued. The Board suggested that Mr. Phillips conduct research with Rizzetta & Company's IT department regarding web page design and report his findings to the Board.

**EIGHTH ORDER OF BUSINESS**

**Community Coordinator Report**

Ms. Sobrito outlined her report. General discussion ensued. The Board discussed pressure washing the Monarch Park Pool Building. Ms. Sobrito updated the Board on repairs to the gazebo, guard house, and required welding that took place for the bench at the clock tower. The Board held a continued discussion on the topic of the ADA Chair replacement. Ms. Sobrito discussed ADA Chair battery options with the Board, and will follow up with the Board upon completion of the repairs. Ms. Sobrito informed the Board that she is working on completion of the pool permit process. The Board discussed the upcoming pool schedule regarding repairs that will be taking place.

**TENTH ORDER OF BUSINESS**

**District Manager Report**

Mr. Phillips announced to the Board that the next regular Board of Supervisors meeting will be held on Tuesday, January 24, 2017 at 6:00 p.m. at the Covington Park Clubhouse. He also announced that tentatively January 10, 2017 at 6:30 p.m. will be the Covington Park Master Plan Workshop. Mr. Phillips made an announcement regarding an upcoming CDD 101 Workshop, which will take place on January 19, 2017 at 6:30 p.m. at the Rizzetta & Company Ashlyn Park Training Center. Mr. Phillips reviewed the Certificate of Incumbency from US Bank with the Board and outlined its contents and purpose.

**ELEVENTH ORDER OF BUSINESS**

**Review of Future Planning Items**

Mr. Phillips reviewed future the planning item list with the Board. A general discussion ensued.

**TWELFTH ORDER OF BUSINESS**

**Monthly Unaudited District Financial Summary for October**

Mr. Phillips presented the monthly unaudited District Financial Summary for the month of October to the Board and outlined its contents and purpose.

**THIRTEENTH ORDER OF BUSINESS**

**Budget Analysis**

Mr. Phillips presented the Board with Budgetary Analysis from the previous fiscal year and answered general questions from the Board.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

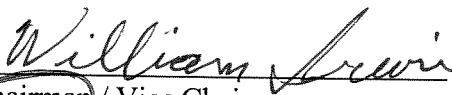
A request was made by Ms. Van Haren for a heater to be installed at the Oak Park pool. The Board discussed pool heater repair and pool heater replacement options.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Allen, seconded by Ms. Berner, with all in favor, the Board adjourned the meeting at 9:02 p.m. for the Covington Park Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman