

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, October 24, 2017 at 6:04 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, Chairman
Alan Untracht	Board Supervisor, Assistant Secretary
Jennifer Van Haren	Board Supervisor, Assistant Secretary
Lynn Ann Berner	Board Supervisor, Assistant Secretary
Tarlese Allen	Board Supervisor, Assistant Secretary

Also present were:

(via phone)	Grant Phillips	District Manager, Rizzetta & Co., Inc.
	Biff Craine	District Counsel, Pettitt Worrell
	Cathy Sobrito	Community Coordinator
	John Crawford	Field Services Manager, Rizzetta & Co., Inc.
	Keith Remson	Remson Aquatics
	Bill Bowers	VHB
	Brian Wilkes	George F. Young
	Daniel Langefels	Fieldstone

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

A resident commented that his main concerns are the cost of the amenity project and non-disclosed expenses.

Several interested candidate responses were Rick Reidt, Greg Jeffries (not present), Andrea Wilson (not present), Ann Goodwin, Scott Harrison, and Stephen Brown. The board requested that they please attend the next board meeting on November 28, 2017 for appointment consideration.

THIRD ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

Mr. Crawford addressed his report with the Board and answered general questions.

54 Mr. Crawford presented several landscaping proposals to the Board which included
55 annuals for red and white begonias with no striping.

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57 The Board requested that the vendor be held responsible for the turf repair invoice in the
58 amount of \$1,000.

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60 The Board also directed staff to pursue other bids for palm tree removal (\$1,200
61 was quoted) and requested that the landscape vendor please alter their fire bush
62 proposal quantity in front of the clubhouse to include only one or two new
63 installations.

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65 The Board requested that Anthony Milam be present at the next meeting on November 28,
66 2017.

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On a Motion by Ms. Berner, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the annuals proposal in the amount of (\$4,050) for the Covington Park Community Development District.

**Consideration of Landscape-Related
Proposals**

Mr. Crawford handed out additional proposals and reviewed them with the Board. General discussion with the board ensued. Mr. Irwin and Mr. Crawford stated they would drive around the community to look at some of the homeowners' areas of concern.

B. Aquatics Manager – Remson Aquatics

Mr. Remson addressed his report and answered general questions from the Board.

Mr. Remson informed the Board that the fountain parts are in for pond #27, but they are waiting on the electrician to complete his work first.

On a Motion by Ms. Van Haren, seconded by Ms. Berner, with all in favor, the Board of Supervisors approved the Remson Aquatics proposal to remove the tree in the amount of (\$5,685) for the Covington Park Community Development District.

D. District Counsel

Mr. Craine reminded the Board that a resolution to re-designate the officers will need to be on the next agenda after the appointment of a new Board Supervisor.

E. District Engineer

Not present.

FOURTH ORDER OF BUSINESS

**Discussion Regarding Proposed Clubhouse
Expansion Project**

Mr. Bowers, Mr. Langefels, and Mr. Wilkes discussed and answered general questions from the Board regarding the proposed clubhouse expansion project.

99 The Board directed District Staff to place an updated plan on the District's website.
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101 The Board discussed hiring a consultant to assist with the design development. The
102 current pre-design invoices are to be squared away and one formal combined
103 contract is to be drafted for District Counsel to review at the next meeting.
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On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors directed staff from Fieldstone, VHB, and George F. Young to proceed into Design Development Stage for the Covington Park Community Development District.

105 The Board discussed the bond issuance and a discussion ensued.
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On a Motion by Mr. Untracht, seconded by Ms. Berner, with all in favor, the Board of Supervisors directed District Staff to obtain preliminary numbers from MBS Capital in regards to a new \$2.5 million bond issuance for the Covington Park Community Development District.

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109 **FIFTH ORDER OF BUSINESS** **Staff Reports Continued**

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111 **G. Community Coordinator Report**

112 Ms. Sobrito addressed her report and answered general questions from the Board.
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114 The Board directed District Staff to complete the Trespass Authorization form for
115 Hillsborough County.
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118 **H. District Manager**

119 Mr. Phillips noted that the next regularly scheduled meeting will be held on Tuesday,
120 November 28, 2017 at 6:00 p.m. at the Covington Park Clubhouse, located at 6806 Covington
121 Garden Drive, Apollo Beach, FL 33572.
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123 Mr. Phillips presented the August 2017 Unaudited Financial Statement to the Board.
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126 **SIXTH ORDER OF BUSINESS** **Consideration of the Minutes of the Board of**
127 **Supervisors' Regular Meeting held on**
128 **September 26, 2017**
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On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the September 26, 2017 minutes as presented for the Covington Park Community Development District.

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131 **SEVENTH ORDER OF BUSINESS** **Consideration of Operations & Maintenance**
132 **Expenditures for September 2017**
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On a Motion by Mr. Untracht, seconded by Mr. Irwin, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for September 2017 (\$89,438.15) for the Covington Park Community Development District.

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EIGHTH ORDER OF BUSINESS

**Supervisor Requests
Consideration of Resolution 2018-01, FY
17/18 Meeting Schedule**

Mr. Phillips presented Resolution 2018-01 to the Board which will adopt the FY 17/18 Meeting Schedule, time and location with the noted change to the January meeting.

On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors adopted resolution 2018-01 which sets the FY meeting schedule to be held at 6:00 pm at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, FL 33572 for the Covington Park Community Development District.

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Mr. Craine will address homeowner trees and what the CDD can and cannot do in regards to trimming and/or the removal of a homeowner's tree at the November meeting.

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The two candidates interested in filling the vacant Hillsborough County Commissioner's seat will be requested to attend the meeting on November 28, 2017 in order to address the Big Bend entrance concerns.

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Mr. Untracht asked about the streetlight audit. The Board directed staff to request that TECO please audit the light poles within the community to ensure that the community is not paying for any additional street poles that are not owned by the District.

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NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Berner, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors adjourned the meeting at 8:55 p.m. for the Covington Park Community Development District.

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Secretary / Assistant Secretary


Chairman / Vice Chairman

COVINGTON PARK CDD

EXHIBIT TO 10-24-17 MINUTES:

LMP Proposal to Replace Dead Turf

LMP Proposal to Remove Dying Sabal Palm

LMP Proposal for Fire Bush Replacement

Estimate

Submitted To:
Covington Park CDD c/o Rizzetta & Company, Inc. 12750 Citrus Park Ln. Suite 115 Tampa, FL 33625

Date	10/19/2017
Estimate #	42208
LMP REPRESENTATIVE	
AM	
PO #	
Work Order #	

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ITEM	DESCRIPTION	QTY	COST	TOTAL
	Fire Bush replacement at front entry at Clubhouse.			
Cleanup	Firebush - Dwarf 3g	20	18.00	360.00
Mulch	Mulch - Pine Bark/ Mini Bag	6	8.00	48.00

TERMS AND CONDITIONS:

TOTAL	\$408.00
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LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.

OWNER / AGENT

Estimate

Submitted To:
Covington Park CDD c/o Rizzetta & Company, Inc. 12750 Citrus Park Ln. Suite 115 Tampa, FL 33625

Date	10/19/2017
Estimate #	42210
LMP REPRESENTATIVE	
AM	
PO #	
Work Order #	

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ITEM	DESCRIPTION	QTY	COST	TOTAL
Sod	Replace dead turf along west side of Pond 1 by Devonbridge Garden Way.			
Cleanup	Sod - St. Aug/ Floratam SF	500	1.75	875.00
	Bed Prep/ Debris/ Disposal	1	125.00	125.00

TERMS AND CONDITIONS:

TOTAL	\$1,000.00
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OWNER / AGENT

Estimate

Submitted To:
Covington Park CDD c/o Rizzetta & Company, Inc. 12750 Citrus Park Ln. Suite 115 Tampa, FL 33625

Date	10/19/2017
Estimate #	42209
LMP REPRESENTATIVE	
AM	
PO #	
Work Order #	

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ITEM	DESCRIPTION	QTY	COST	TOTAL
	Removal of one dying Sabal Palm inside Monarch Pool fencing area. Price includes flush cutting Palm below surface. No replacement palm included in this estimate.			
Cleanup	Tree removal (to grade)	1	1,200.00	1,200.00

TERMS AND CONDITIONS:

TOTAL	\$1,200.00
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