

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 28, 2017 at 6:05 PM** 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
(via phone)	Tarlese Allen	Board Supervisor, Assistant Secretary

Also present were:

	Grant Phillips	District Manager, Rizzetta & Co., Inc.
	Joe Roethke	Regional District Manager, Rizzetta & Co., Inc.
	Justin Croom	District Manager, Rizzetta & Co., Inc.
(via phone)	Biff Craine	District Counsel, Petitt Worrell
	Cathy Sobrito	Community Coordinator
	John Crawford	Field Services Manager, Rizzetta & Co., Inc.
	Keith Remson	Remson Aquatics
(via phone)	Robbie Cox	MBS Capital Markets
(via phone)	Mark Coon	Lifestyle Building Group

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 inquired as to the status of pond 27 and completion date of the fountain.

Another resident asked if any District will be attending the December 18<sup>th</sup> rezoning hearing for property development on Big Bend Road.

**THIRD ORDER OF BUSINESS**

**Presentation of Resignation Letter from Lynn Ann Berner / Consideration of Appointment to Vacant Board Supervisor Seat #2**

Mr. Phillips presented the letter of resignation from Board supervisor Lynn Ann Berner to the Board, followed by resumes submitted by candidates interested in filling the vacant seat, several of whom were present at the meeting. After discussion the Board chose to appoint Stephen Brown to Board seat #2.

On a Motion by Mr. Untracht, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors appointed Stephen Brown to Board of Supervisors seat #2 for the Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Appointed Officer**

Mr. Phillips administered the Oath of Office to newly appointed Board Supervisor Stephen Brown.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02, Re-Designating Officers**

Mr. Phillips presented Resolution 2018-02 to the Board for consideration. After discussion it was agreed that Mr. Irwin would serve as Board Chair, Mr. Untracht as Vice Chair, and the remaining Board members as assistant secretaries along with Mr. Phillips.

On a Motion by Ms. Van Haren, seconded by Mr. Irwin, with all in favor, the Board of Supervisors adopted Resolution 2018-02, Re-Designating Officers, for the Covington Park Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Proposal for Amenity Center Pre-Construction Services**

Mr. Coon addressed the Board via telephone and answered general questions from the Board regarding his company's proposal.

**SEVENTH ORDER OF BUSINESS**

**Presentation of MBS Capital Markets Bond Issuance Report**

Mr. Cox presented and reviewed his report for the Board via telephone and answered general questions from the Board.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

In his report, Mr. Craine addressed various issues. He spoke about parking violations, amending the rules regarding such, and towing from certain areas.

Mr. Craine discussed security systems and filing a trespass form with HCSO, and addressed a zoning issue with tracts 3-20 which would benefit from a meeting with a County staff member and the District Engineer.

He discussed the monument agreement and recommended meeting with County staff/planners, and also addressed the topic of homeowners trimming trees off-property.

**B. Field Services Manager**

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

**Consideration of Landscape-Related Proposals**

Mr. Crawford presented well-drilling proposals from Accurate Drilling Solutions for three locations to the Board for consideration. Discussion ensued.

On a Motion by Ms. Van Haren, seconded by Mr. Irwin, with four in favor and one, Mr. Untracht opposed, the Board of Supervisors approved three proposals (\$1,756.34, \$7,170.22, and \$6,470.22) for well repair and replacement from Accurate Drilling Solutions for a total amount not to exceed \$16,000.00 for the Covington Park Community Development District.

Mr. Crawford presented four proposals from LMP for various landscape improvements and reviewed them for the Board. Discussion ensued. The Board tabled two proposals and approved two others.

On a Motion by Ms. Berner, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the proposal from LMP for replacing hog-damaged turf (\$1,360.00) for the Covington Park Community Development District.

On a Motion by Ms. Berner, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the proposal from LMP for removing a dead sabal palm (\$455.00) for the Covington Park Community Development District.

The Board asked that LMP be invited to attend the next meeting to further discuss other proposals. Mr. Crawford

**C. Aquatics Manager – Remson Aquatics**

Mr. Remson reviewed his report for the Board and answered their general questions. A proposal for additional wiring for fountain installation in pond 27 was presented for consideration.

On a Motion by Mr. Untracht, seconded by Mr. Irwin, with all in favor, the Board of Supervisors approved the proposal from Remson Aquatics for additional fountain wiring (\$1,800.00) for the Covington Park Community Development District.

**NINTH ORDER OF BUSINESS**

**Review of Revised Fieldstone Contract**

Mr. Phillips introduced the topic for discussion. Victor Cruz spoke regarding a sidewalk petition at the clock tower and an amenity presentation scheduled for December 1<sup>st</sup>.

**TENTH ORDER OF BUSINESS**

**Staff Reports Continued**

**G. Community Coordinator Report**

Ms. Sobrito reviewed her report for the Board and answered general questions.

On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the proposal from Inline Awnings in the amount of (\$2,875.00) for the Covington Park Community Development District.

**H. District Manager**

Mr. Phillips advised that the next regularly scheduled meeting will be held on Tuesday, December 19, 2017 at 6:00 p.m. at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Mr. Phillips then presented the September 2017 Unaudited Financial Statements to the Board for review.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Amenity Center Meeting Held on October 19, 2017 and Board of Supervisors' Regular Meeting Held on October 24, 2017**

On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the October 19, 2017 meeting minutes and October 24, 2017 meeting minutes as presented for the Covington Park Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Operations & Maintenance Expenditures for October 2017**

On a Motion by Mr. Untracht, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for October 2017 (\$72,053.44) for the Covington Park Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Update Regarding Proposed Clubhouse Expansion Report**

Mr. Phillips introduced the topic for discussion. Mr. Irwin addressed the report and answered general questions from the Board.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Van Haren discussed oak trees and street lights as well as non-District residents attending community events.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors adjourned the meeting at 9:10 PM for the Covington Park Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman