

**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, June 25, 2013 at 6:05 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Present and constituting a quorum were:

Doug Watts	<b>Board Supervisor, Chairperson</b>
William Irwin	<b>Board Supervisor, Assistant Secretary</b>
Lynn Ann Berner	<b>Board Supervisor, Assistant Secretary</b>
Rick Reidt	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager; Rizzetta &amp; Co., Inc.</b>
Tim Plate	<b>District Engineer; Heidt Design, LLC</b>
Biff Craine	<b>District Counsel; Pettitt Worrell (<i>via speakerphone</i>)</b>
John Toborg	<b>Operations Manager; Rizzetta &amp; Co., Inc.</b>
Jennifer Van Haren	<b>Resident Services Manager</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

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

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes of Audit  
Review Committee Meeting Held May 28,  
2013**

Mr. Cox presented the minutes of the Audit Review Committee meeting held on May 28, 2013 to the Board for consideration.

On a Motion by Mr. Reidt, seconded by Mr. Irwin, with all in favor, the Board approved the Minutes of the Audit Review Committee Meeting held on May 28, 2013 as presented for the Covington Park Community Development District.
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**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors' Meeting Held May 28, 2013**

Mr. Cox presented the minutes of the Board of Supervisors' meeting held on May 28, 2013 to the Board for consideration.

On a Motion by Mr. Watts, seconded by Ms. Berner, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on May 28, 2013 as presented for the Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for May 2013**

Mr. Cox reviewed the Operation & Maintenance expenditures for May 2013 totaling \$69,765.15 for the Board.

On a Motion by Mr. Irwin, seconded by Mr. Reidt, with all in favor, the Board ratified the Operation & Maintenance expenditures for May 2013 totaling \$69,765.15 for the Covington Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports – Part I**

**A. District Counsel**

Mr. Craine discussed the status of easements for reclaimed water in Surrey Park. He indicated that the document will be drafted and forwarded to him, with one easement being a permanent one for the County and the other a temporary one for the construction work.

**B. District Engineer**

Mr. Plate advised that his staff met at pond #41 with vendor Keith Remson of Remson Aquatics as requested to assess the impact of having the pond dredged to remove bottom sludge. Mr. Plate stated that they estimate no negative impact from the work. The Board then considered a proposal for that work on pond #41 from Remson Aquatics in the amount of \$2,395.00.

On a Motion by Mr. Watts, seconded by Mr. Reidt, with all in favor, the Board approved the proposal from Remson Aquatics for removal of sediment from pond #41 in the amount of \$2,395.00 for the Covington Park Community Development District.

**SIXTH ORDER OF BUSINESS**

**Master Plan Update – JAH Architect**

Tony Huggins of JAH Architect introduced the presentation to provide a status update of

the master plan development. Mr. Irwin commented on how the Board likes it and how it evolves. Mr. Plate provided input from his viewpoint, advising there are some site infrastructures such as sewer lines and other things which would need to be included in the phases. He also noted that storm water volume has to be further assessed and discussed a number of other items that could be more closely examined. Mr. Plate also indicated that the infrastructure planning needs to be done first in order to support the total plan shown as the master plan. The Board then discussed the master plan in general. Mr. Huggins indicated he will proceed with phasing for the final leg of that process.

**SEVENTH ORDER OF BUSINESS**

**Entrance Landscape Design Review**

Mr. Toborg presented a summary of the entrance design installation proposals to the Board and reviewed each of the sets of proposals for them. He noted that Stewart & Associates did not quote lighting and would use Tony Brost Electric's quote.

Mr. Toborg also presented quotes for resodding of Bristol Park along with landscape improvements for Surrey Park and the Monarch pool area. The Board asked that Mr. Toborg adjust the designs in order to reduce costs and discussed continuing the meeting.

Mr. Irwin made a motion to approve the proposal from Reeder's Landscape for the Oxford entrance. No second to the motion was made and so the motion failed.

Mr. Cox then provided a brief summary of the financial status as related to the District's ability to fund the proposals as currently presented. The Board considered July 17<sup>th</sup> as a good date to continue the meeting for the purpose of further discussing the proposals. Mr. Toborg requested approval to delay design work on the District cul-de-sacs. The Board agreed to delay that project until next year.

**EIGHTH ORDER OF BUSINESS**

**Landscape & Irrigation Update**

Austin Outdoor landscape manager Brett Perez provided an update of recent events and maintenance in the District. The Board discussed the vendor's plant trimming methods. Mr. Toborg took a moment to present an example of a bid document he intends to use for the next landscape contract.

**NINTH ORDER OF BUSINESS**

**Pond Maintenance Update**

Keith Remson of Remson Aquatics was not present to provide an update of recent events and maintenance of the ponds. Ms. Van Haren shared a resident's complaint about pond #37, which Mr. Remson had already fixed previously.

**TENTH ORDER OF BUSINESS**

**Security Update**

Ms. Van Haren advised everything is running smoothly, with no incidents to report, and advised that Bales Security is doing a fine job.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports – Part II**

**A. Resident Services Manager**

Ms. Van Haren provided an update of recent projects and events in the District. She announced she has three applicants she is interviewing for an open position, all of whom are skilled and interested in the job. Ms. Van Haren also requested a raise for Eva Bisono.

On a Motion by Mr. Irwin, seconded by Mr. Reidt, with all in favor, the Board approved a pay increase from \$8.50 per hour to \$9.50 per hour for Eva Bisono for the Covington Park Community Development District.

Ms. Van Haren then presented a proposal from Playmore Recreational Products for a new swingset assembly in the amount of \$3,546.95. The Board discussed options for different versions. Ms. Van Haren will seek quotes for comparison at the continued meeting on July 17<sup>th</sup>.

Ms. Van Haren then discussed the access card system, advising the Board it needs repairs and she is maintenance support to evaluate the system and fix it. She indicated that a whole new system may be required soon.

**B. District Manager**

Mr. Cox stated the next regularly meeting is scheduled to be held at 6:00 p.m. on July 23, 2013. He also informed the Board he had contacted Lieutenant Wooden of the HCSO to ask about the legality of operating an E-Z-Go or similar vehicle on the community's streets even though the vehicle is not street legal, and reported that the Sheriff's deputies would not be concerned about the vehicle if it is only being used for maintenance purposes.

Mr. Cox also informed the Board of legislation recently passed which allows for audience participation on all action items addressed by the Board. With that in mind Mr. Cox indicated he was going to restructure the meeting format to have audience members speak at the beginning of the meeting to address any agenda items.

**TWELFTH ORDER OF BUSINESS**

**Review of Action Item List**

Mr. Cox reviewed with the Board the action item list of ongoing projects and completed tasks not already talked about and identified items still in progress.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Letter and Board Action**

Mr. Cox reviewed the letter that had been sent in February to residents Mark and Noelle

Hale regarding an incident at the clubhouse involving clubhouse manager Ms. Van Haren. After review and discussion the Board chose to suspend the amenity facilities privileges of the Mr. and Mrs. Hale and all household members for six (6) months and demand restitution in the amount of \$200.00 for damages to the clubhouse plants. Mr. Cox will send a letter to inform the residents.

On a Motion by Mr. Reidt, seconded by Mr. Irwin, with all in favor, the Board suspended the amenity facilities privileges of Mark and Noelle Hale and all household members for a period of six (6) months and demanded restitution for damages to clubhouse property in the amount of \$200.00 for the Covington Park Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Audience Comments**

Greg Becker discussed issues with the pond bank behind his house. Mr. Plate reviewed photos the resident provided and will have someone visit the site. The Board asked staff to discuss the issue with Mr. Perez to gather information as to what repairs could be made.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Reidt asked for a full copy of the current rules.

**SIXTEENTH ORDER OF BUSINESS**

**Continuance**

On a Motion by Mr. Irwin, seconded by Mr. Watts, with all in favor, at 8:58 p.m. the Board continued the meeting to July 17, 2013 at 6:00 p.m. at the Covington Park Clubhouse for the Covington Park Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman