

**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 28, 2014 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:

Doug Watts	<b>Board Supervisor, Chairperson</b>
Carrie Elwell	<b>Board Supervisor, Vice Chairperson</b>
Lynn Ann Berner	<b>Board Supervisor, Assistant Secretary</b>
Rick Reidt	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Joseph Roethke	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
John Toborg	<b>Operations Manager, Rizzetta Amenity Services Inc.</b>
Kelly Evans	<b>Rizzetta Amenity Services Inc.</b>
Jennifer Van Haren	<b>Resident Services Manager</b>
Biff Craine	<b>District Counsel, Petitt Worrell (via phone)</b>
Dave Milam	<b>Landscape Maintenance Professionals</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

Mr. Roethke 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**

There were no audience comments on agenda items.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors' Regular Meeting held on September 23, 2014 and Continued Meeting held October 7, 2014**

Mr. Roethke presented the minutes of the Board of Supervisors' regular meeting held on September 23, 2014 and Continued Meeting held on October 7, 2014. The Board discussed several minor typos in the minutes. Mr. Roethke will have these corrected on the final approved version of the minutes.

On a Motion by Ms. Berner, seconded by Ms. Elwell, with all in favor, the Board approved the Minutes of the Board of Supervisors' regular meeting held on September 23, 2014 and Continued Meeting held on October 7, 2014 as amended for Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for September 2014**

Mr. Roethke informed the Board that RIPA will be reimbursing the District for the irrigation repair invoices that were completed recently. The Board would like to add this to the Action Item list. They would also like to add the status of the insurance claim for the stolen LED lights to the Action Item list.

On a Motion by Ms. Elwell, seconded by Mr. Reidt, with all in favor, the Board approved the Operation & Maintenance expenditures for September 2014 totaling (\$66,372.56) for Covington Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel**  
No report.

*(Mr. Craine left while the meeting was in progress at 6:10 p.m.)*

- B. District Engineer**  
Not present.

*(Mr. Watts arrived while the meeting was in progress at 6:15 p.m.)*

- C. Landscape & Irrigation Update**

Mr. Toborg reviewed the landscape report with the Board. Mr. Watts expressed his dissatisfaction with the current performance of the landscape contractor. He would like the contractor to be proactive rather than reactive.

Mr. Reidt and Ms. Berner added some comments regarding current landscaping

issues. Mr. Milam responded to these concerns and a discussion ensued. Mr. Toborg noted that he has seen some open trenches near a few of the community entrances, which may have contributed to some of the deficiencies within the report.

*(Mr. Watts left while the meeting was in progress at 6:50 p.m.)*

Mr. Roethke distributed a group of proposals from LMP to the Board. Those proposals include plant replacement at the Devon entrance, Oak Park entrance, Monarch pool, and the Bristol entrance, sod installation in several areas, and mulch installation. A discussion ensued regarding these proposals. Some of the proposals were held to be reviewed at a later date. The Board took two (2) separate motions approving the remaining invoices.

On a Motion by Ms. Berner, seconded by Mr. Reidt, with all in favor, the Board approved the proposals from LMP for mulch installation and plant replacement at the Monarch pool at a total cost of (\$22,237.50) for Covington Park Community Development District.

On a Motion by Mr. Reidt, seconded by Ms. Elwell, with all in favor, the Board approved the proposals from LMP for plant replacement at the Oak Park entrance with the condition that the electrical contractor reimburse the CDD, since these plants died during work being performed by the electrician at a total cost of (\$166.75) for Covington Park Community Development District.

*(Mr. Toborg and Mr. Milam left after proposals were approved while the meeting was in progress at 7:37 p.m.)*

**D. Pond Maintenance Update**

Mr. Roethke informed the Board that Mr. Remson completed the erosion and rip rap repair on ponds 14 and 23, he has addressed algae bloom issues in some ponds, and the Brazilian Pepper removal is underway.

Ms. Elwell noted that pond 41 is covered in algae. This was addressed in the Operations Report and District Staff will follow up with Mr. Remson to get this pond cleaned up. Ponds 36 and 23 were also discussed as problem areas that need to be addressed by Mr. Remson.

**E. Resident Services Manager**

Ms. Van Haren informed the Board that the full-time maintenance employee was terminated and has been replaced by 3 part-time staff employees.

Ms. Van Haren discussed an issue with a resident who had a small tree that was cut down by the landscape contractor. A discussion ensued. Ms. Van Haren requested that the Board approve some additional holiday decorating.

On a Motion by Mr. Reidt, seconded by Ms. Berner, with all in favor, the Board approved Ms. Van Haren to use the \$1,000.00 budgeted amount for holiday décor, if necessary, for Covington

Park Community Development District.

**F. District Manager**

Mr. Roethke noted that the next Board of Supervisors' regular meeting would be held on Tuesday, November 25 at 6:00 p.m. at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

**G. Review of Action Items List**

Mr. Roethke reviewed the Action Items List with the Board. A few items have been added to the list, but no formal Board action was taken. A discussion ensued regarding the clock tower repairs.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal for Annual Installation**

Mr. Roethke presented a proposal for annual installation to the Board. A discussion ensued regarding the quantity of annuals to be installed. Mr. Roethke distributed an updated proposal for a reduced number of annuals to be installed. The quantity was reduced from 3,060 to 2,700.

On a Motion by Mr. Watts, seconded by Ms. Elwell, with all in favor, the Board approved the proposal from LMP for annual installation at a cost of (\$4,050.00) for Covington Park Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Presentation of Resolution 2015-01, Declaring Vacancies**

Mr. Roethke presented Resolution 2015-01 to the Board, which will declare one vacant seat for the upcoming general election.

On a Motion by Ms. Berner, seconded by Mr. Reidt, with all in favor, the Board adopted the Resolution 2015-01, Declaring Vacancies for Covington Park Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Arbitrage Rebate Calculation Report**

Mr. Roethke presented the Arbitrage Rebate Calculation report and noted that the District has no Arbitrage liability at this time.

**NINTH ORDER OF BUSINESS**

**Discussion of HOA-CDD Agreement for Employees**

Ms. Evans presented a proposal for Amenity Services from Rizzetta Amenity Services Inc. and discussed the details with the Board. Ms. Evans entertained a variety of questions from

the Board. A discussion ensued regarding the pros and cons of this proposal. No formal Board action was taken at this time.

**TENTH ORDER OF BUSINESS**

**Monthly Unaudited District Financial Summary**

Mr. Roethke presented the monthly unaudited financial summary to the Board. No formal Board action was taken.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**


Mr. Reidt asked for details on an invoice for a new receiver. Ms. Van Haren informed the Board that the receiver in the clubhouse utility closet stopped working and a resident sold a new one to the District for a very low price.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Elwell, seconded by Mr. Reidt, with all in favor, the Board adjourned the meeting at 8:00 p.m. for Covington Park Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman

