

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, January 27, 2015 at 6:02 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	Board Supervisor, Chairperson
Bill Irwin	Board Supervisor, Assistant Secretary
Lynn Ann Berner	Board Supervisor, Assistant Secretary
Rick Reidt	Board Supervisor, Assistant Secretary

Also present were:

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

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

A resident asked if the meeting times could be changed.

A resident asked about the CDD fee for Surrey Park.

A resident inquired about a CDD 101.

A resident asked the status of the Master Plan.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Regular Meeting held on December 16, 2014

On a Motion by Mr. Reidt, seconded by Mr. Irwin, with all in favor, the Board approved the Minutes of the Board of Supervisors' regular meeting held on December 16, 2014 for Covington Park Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for December 2014

On a Motion by Mr. Irwin, seconded by Mr. Watts, with all in favor, the Board ratified the Operation & Maintenance expenditures for December 2014 totaling (\$81,028.37) for Covington Park Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Craine discussed the possibility of having community events sponsored and funded by the CDD. There is no authority for this type of activity within the Chapter 190 Statutes, and Mr. Craine does not recommend that these types of events are funded by the CDD. The HOA can run these types of events, and the District can assist, but should not solely fund and sponsor the event. Mr. Craine entertained various questions from the Board.

(Mr. Craine left while the meeting was in progress at 6:21 p.m.)

B. District Engineer

Not present.

C. Landscape & Irrigation Update

Mr. Toborg reviewed the landscape report with the Board. There were several issues regarding landscape areas that are being stomped down by residents walking through. The Board directed the Resident Services Manager to install "keep off" signs near these areas to prevent further damage.

Mr. Toborg entertained various questions from the Board regarding several items in the report.

D. Pond Maintenance Update

Mr. Remson was unable to attend this meeting, but he communicated that the Brazilian Pepper removal has been completed. All waterways and fountains should be running with no problems.

Mr. Watts would like Mr. Remson to take care of the primrose removal at pond #11.

E. Resident Services Manager

Ms. Van Haren discussed an issue with the Coke machine at the clubhouse. The Board and District Staff suggested contacting the supplier to get a contract in place with the CDD for keeping the vending machine on CDD property.

Ms. Van Haren distributed a draft of a job description for the Resident Services Manager position. The Board will review this and will provide comments at the next meeting.

F. District Manager

Mr. Roethke noted that the next Board of Supervisors' regular meeting would be held on Tuesday, February 24, 2015 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 discussion ensued regarding several items on the list. Mr. Irwin suggested adding an item regarding an issue with landscaping at the Southeast corner of Oxford. Mr. Reidt suggested reaching out to the investment banker for a status on possible bond refinancing.

SIXTH ORDER OF BUSINESS

Consideration of Appointment to Vacant Board Supervisor Seat

Mr. Roethke presented resumes from several residents that are interested in being appointed to the vacant set on the Board of Supervisors. Both residents addressed the Board and answered questions from the Board members.

On a Motion by Mr. Irwin, seconded by Mr. Reidt, with all in favor, the Board appointed Mr. Alan Untracht to the vacant seat on the Covington Park Board of Supervisors for Covington Park Community Development District.

SEVENTH ORDER OF BUSINESS

Administer Oath of Office to Newly Appointed Officer

Mr. Roethke administered the oath to Mr. Untracht, and Mr. Untracht responded in the affirmative. Mr. Roethke also noted that Mr. Untracht is eligible to receive \$200.00 compensation to attend Board meetings, up to a maximum of \$4,800.00 per year. Mr. Untracht accepted compensation.

EIGHTH ORDER OF BUSINESS

Presentation of Resolution 2015-03, Re-designating Officers

Mr. Roethke presented Resolution 2015-03, re-designating the officers of the Board. Mr. Reidt and Mr. Watts have been named as Board Chair and Vice Chair, respectively, with the remaining Board members being named as Assistant Secretaries.

On a Motion by Mr. Irwin, seconded by Ms. Berner, with 3 in favor and Mr. Watts opposing, the Board adopted Resolution 2015-03, Re-designating Officers for Covington Park Community Development District.

Ms. Van Haren distributed a letter to the Board which detailed several issues that have arisen with Mr. Watts, related to supervision of daily activities. A discussion ensued between the Board members and Ms. Van Haren. The Board would like to continue to review Ms. Van Haren's job description and this will be discussed further at a future meeting or workshop.

NINTH ORDER OF BUSINESS

Discussion Regarding Door Addition to New Shed Construction

Mr. Roethke informed the Board that the vendor installing the new shed recommended adding a side door after the construction is completed. This would cost approximately \$500.00.

On a Motion by Mr. Reidt, seconded by Ms. Berner, with all in favor, the Board approved the addition of a side door on the new shed at a not-to-exceed amount of (\$500.00) for Covington Park Community Development District.

TENTH ORDER OF BUSINESS

Discussion Regarding CDD Signage Removal Policy

A discussion ensued regarding the CDD's signage removal policy. Mr. Irwin mentioned that the Covington Park HOA Board is launching a major campaign to pass 5 Amendments to their Covenants. The HOA is requesting that the CDD not enforce the weekly garage sale sign removal policy during a three month period until the required quota of votes is met.

On a Motion by Mr. Watts, seconded by Mr. Irwin, with all in favor, the Board will allow HOA signs on CDD property for a three month period until the required quota of votes is met, unless the CDD landscapers cannot perform maintenance for Covington Park Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Proposal for Website Services

Mr. Roethke presented a proposal for website services from Rizzetta Technology Services.

On a Motion by Mr. Reidt, seconded by Mr. Untracht, with all in favor, the Board approved the proposal from Rizzetta Technology Services for a re-design of their existing website for (\$750.00), hosting and backup (\$50.00 monthly), and content updating (\$50.00 monthly) for the website. The Board also included e-mail services set-up (\$500.00) and e-mail addresses for six users (\$90.00 monthly) for Covington Park Community Development District.

TWELFTH ORDER OF BUSINESS

Monthly Unaudited District Financial Summary

Mr. Roethke reviewed the monthly unaudited financial summary with the Board. No formal Board action was taken.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Watts will be addressing the charges directed at him during the next meeting.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Irwin, seconded by Ms. Berner, with all in favor, the Board adjourned the meeting at 9:05 p.m. for Covington Park Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman

