

**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 23, 2010 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:

Bob McCarthy	<b>Board Supervisor, Chairman</b>
Doug Watts	<b>Board Supervisor, Vice Chairman</b>
William Irwin	<b>Board Supervisor, Assistant Secretary</b>
Elaine Norman	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Toborg	<b>Operations Manager, Rizzetta &amp; Company, Inc.</b>
Jennifer Van Haren	<b>Resident Services Manager</b>
Rolando Santiago	<b>District Counsel, Cameron &amp; Santiago</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order and conducted roll call.

**SECOND ORDER OF BUSINESS**

**Administer Oath of Office to Newly  
Elected Board Supervisors**

Mr. Cox administered the Oath of Office to William (Bill) Irwin and Elaine (Lainie) Norman. Carrie Elwell was not present at the meeting and will be administered the Oath of Office at the next meeting.

Mr. Cox briefed the newly elected Board members on the Sunshine Laws, Public Record Laws, Financial Filing of Form 1, the W-9 form and the Data Form.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting Held on October 26, 2010**

Mr. Cox presented the minutes of the Board of Supervisors' meeting held on October 26, 2010 for the Board to consider.

On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on October 26, 2010 for Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for November 2010 (\$42,015.08)**

Mr. Cox presented the Operation and Maintenance Expenditures for November 2010 in the amount of \$42,015.08 for the Board to consider.

On a Motion by Ms. Norman, seconded by Mr. McCarthy, with all in favor, the Board approved the Operation and Maintenance Expenditures for November 2010 in the amount of \$42,015.08 for Covington Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports - Part I**

**District Counsel**

Mr. Santiago explained that he had reviewed the Warranty Deed prepared for the purpose of conveying Phase 5A, Covington Park, Folio # 51532.1446, from NNP-Southbend, LLC to Covington Park CDD and he recommended that the Board execute the Warranty Deed. Mr. Plate, District Engineer, further amplified the purpose of the Warranty Deed and explained that this was the required step before the roads could be conveyed to the County. Mr. Plate assured the Board that in the instance that work needed to be accomplished in order for the County to accept the infrastructure, NNP-Southland, LLC would still be responsible to make those repairs at their costs.

On a Motion by Mr. McCarthy, seconded by Mr. Watts, with all in favor, the Board approved the execution of the Warranty Deed for Covington Park Phase 5A, Folio # 51532.1446 for Covington Park Community Development District.

**District Engineer**

Mr. Plate explained that he had two proposals ready to present to the Board for the drainage repair work on the south side of the amenity center. He explained that there needs to be some additional survey work done on the north side before he can get the proposals for that work. He suggested that he wait until the next CDD meeting when he has proposals for both sides ready. Mr. McCarthy questioned whether or not there were any warranties still in place for the building that might help with these repairs and Mr. Plate responded that he had had

conversations with the general contractor about this and that those sorts of warranties generally last about a year. No action was taken by the Board.

**SIXTH ORDER OF BUSINESS**

**Monthly Update Regarding Pond Maintenance**

Remson Aquatics representatives were not present at the meeting to report. Ms. Van Haren explained that she had spoken with Mr. Remson about the introduction of fish to the ponds and that the application that had been prepared was incorrectly prepared. She stated that Mr. Remson was working to fix the application problem. Mr. McCarthy stated that in his opinion, the ponds were looking better. No action was taken by the Board.

**SEVENTH ORDER OF BUSINESS**

**Monthly Update Regarding Landscape Maintenance**

Bruce Belcher, with Vila and Son Landscape, reported that Richard Seaman was in the process of gathering information regarding watering variances that the Board had requested. He also explained that Viburnum plants and new sod was being installed in the Clock Tower area the next day. Ms. Norman informed Mr. Belcher that there were two newly installed plants at the Surrey Park entrance that appeared to be dead or dying.

Mr. Cox introduced Vila and Son estimate # 4052 in the amount of \$1,140 for the removal of the Bougainvillea from the Clock Tower pergola and to install Evergreen Wisteria. Mr. Watts noted that this item was previously Board approved with a not-to-exceed amount.

<p>On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved the execution of Vila and Son estimate #4052 in the amount of \$1,140 for Covington Park Community Development District.</p>
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Mr. Cox introduced Vila and Son estimate # 4008 for the renovation of the landscape of the entrance area of Bristol Park for \$12, 807. Mr. Watts, using landscape design drawings from Vila and Son, explained the design changes to the Board members. Ms. Norman questioned whether or not the Foxtail plants died last winter during the freezes. Mr. Watts commented that regretfully, he thinks it would best to wait until the Spring to make the landscape renovations- possibly the end of March. Mr. McCarthy noted that the Board previously approved a not-to-exceed amount of \$16,000 for the Bristol Park and Oxford entrances combined and now the Board was considering \$12,000 for one and \$21,000 for other. He asked whether or not the design proposals had been priced out with other vendors. Mr. Irwin questioned why there were 15 pine trees being recommended to be removed in the designs. Mr. Watts responded that it was because they did not fit and that the residents wanted them to go. Mr. McCarthy added that he was for this but was also all for not spending the District's savings. He also added that we need to look at designs from other providers.

Mr. Toborg commented that from his observations, the Board has gone around the circle several times on this issue and that he recommended the Board approve a landscape design company, one with no installation business intent, to come in and prepare a total design for the community. Then the design could be put out for proposals for installation.

Mr. Irwin suggested that all this discussion was better suited for a landscape meeting and not a CDD meeting. He suggested a committee be formed to work out all the details and to develop a budget. Mr. McCarthy suggested a winter workshop after the holidays just for landscape discussions and was in favor of phasing this work in over several years. The Board finally decided to hold a special meeting on December 14, 2010 for the purposes of making landscape decisions.

On a Motion by Mr. Irwin, seconded by Mr. Watts, with all in favor, the Board approved to hold a special meeting on December 14, 2010 at 6:00 p.m. at the Club House for the purpose of landscape design discussions for Covington Park Community Development District.
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**EIGHTH ORDER OF BUSINESS**

**Monthly Update Regarding HCSO Security**

Mr. Cox noted that there was no HCSO Deputy at the meeting to provide and update. Ms. Van Haren commented that everything was working well. Mr. Irwin noted that at the last CDD meeting, comments were made that CDD paid off-duty deputies were possibly doing non-CDD work and was wondering if that in fact was occurring. Mr. McCarthy and several other Board members commented that the work that the Deputies were doing was exactly what the Board wanted them to do and there should be no movement to change anything at this point. No further action was taken by the Board.

**NINTH ORDER OF BUSINESS**

**Consideration of Cornerstone Quote for Monument and Sidewalk Repair**

Mr. Cox presented a proposal from Cornerstone for the repair of the back of a monument (\$1,425) and sidewalk repairs at several locations (\$1,780). Mr. Cox asked Mr. Toborg to comment on the estimate and he commented that he felt the amounts were too high. He stated that he has seen sidewalk repairs elsewhere for \$64 / linear foot. Mr. Watts requested that proposals be obtained from other vendors. Mr. Cox stated that he and Mr. Toborg would also contact the County to see what the possibilities were to get them to make the repairs. No further action was taken on the proposal.

**TENTH ORDER OF BUSINESS**

**Presentation of District Unaudited Financials for October 2010 (under separate cover)**

Mr. Cox provided a brief review of the expenditures recorded in the financials for the first month of the fiscal year (October) and noted there were several categories in the budget that were paid in total or near total for the year during October. These were areas like insurance,

trustee fees and state fees. The remaining areas in the budget were divided by twelve and budgeted as such over the course of the fiscal year. No further action was taken by the Board.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports – Part II**

**A. Resident Services Manager**

Ms. Van Haren commented that the County had agreed to move a 35 mph speed limit sign that was being blocked by a tree. She also noted that they had found a mysterious hole the size of a golf ball in the wall of the Monarch Pool building. At this point, Mr. Cox presented a request from the Covington Park HOA for reimbursement for the purchase of a Christmas tree acquired for placement in the Clock Tower Covington Park Circle area for \$2,696.36.

On a Motion by Mr. McCarthy, seconded by Mr. Watts, with all in favor, the Board approved to reimburse the Covington Park HOA \$2,696.36 for the purchase of a Christmas tree for Covington Park Community Development District.

Mr. Cox presented estimate #4462 from Tony Brost Electric in the amount of \$1,867.75 for the installation of photocells on the entrance monuments to control the decorative lighting.

On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved Estimate #4462 from Tony Brost Electric in the amount of \$1,867.75 for the installation of photocells on the entrance monuments for Covington Park Community Development District.

Mr. Cox presented estimate #4463 from Tony Brost Electric in the amount of \$1,427.75 for the installation of a power source for the Christmas tree on Covington Park Circle.

On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved Estimate #4463 from Tony Brost Electric in the amount of \$1,427.75 for the installation of a power source for the Christmas tree on Covington Park Circle for Covington Park Community Development District.

Mr. Cox presented estimate #4464 from Tony Brost Electric in the amount of \$913.72 for the installation of a power receptacle at the Stone Garden Monument.

On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved Estimate #4464 from Tony Brost Electric in the amount of \$913.72 for the installation of a power receptacle at the Stone Garden Monument for Covington Park Community Development District.

Mr. Cox presented estimate # 4465 from Tony Brost Electric for \$1,261.86 for the installation of LED lighting at the Stone Garden Monument.

On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved Estimate #4464 from Tony Brost Electric in the amount of \$1,261.86 for the installation of LED lighting at the Stone Garden Monument for Covington Park Community Development District.

Mr. Cox explained that Ms. Van Haren had completed some research into the cost of acquiring on-line LED mini-lights that would be used to decorate the entrance monuments through-out the District.

On a Motion by Mr. Watts, seconded by Ms. Norman, with all in favor, the Board approved a not-to-exceed amount of \$700 for Ms. Van Haren to purchase LED mini-lights on-line for Covington Park Community Development District.

Mr. Cox explained that there were other miscellaneous expenses the Ms. Van Haren would incur in order to prepare for the holiday festivities and decoration needs.

On a Motion by Mr. McCarthy, seconded by Ms. Norman, with all in favor, the Board approved an additional expense amount of \$250 for Ms. Van Haren, Resident Service Manager, to use for miscellaneous holiday expenses for Covington Park Community Development District.

Mr. Toborg informed the Board that during his inspection of the District, he noted that there were a couple of resident homes that had expanded their back yards into the District property by building sheds and fences behind their existing property lines. Mr. Toborg indicated that he would provide this information to Ms. Van Haren so that she could inform the proper HOA authorities.

**D. District Manager**

Mr. Cox informed the Board that the next regularly scheduled meeting was scheduled for December 28, 2010.

Mr. Cox next presented Resolution 2011-01 which re-designates Assistant Secretaries of the District. The resolution designated William Irwin, Carrie Elwell and Elaine Norman as Assistant Secretaries for the Board of Supervisors effective November 23, 2010.

On a Motion by Mr. Watts, seconded by Mr. McCarthy, with all in favor, the Board approved Resolution 2011-01, Re-designation of Assistant Secretaries for Covington Park Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

**Supervisors:**

Ms. Norman requested that staff look at the possibility of pressure washing the curbs at the Covington Park entrance median.

Mr. McCarthy noted that trash was beginning to accumulate in the ponds and asked staff to take action to fix.

Mr. Irwin questioned the status of the pool heater and whether or not it was working properly.

Mr. Watts commented that he liked the Christmas lights.

**Audience:**

Comments were taken from the audience members present. The following summarizes the comments received:

1. Thank you for the work you are doing (directed to Board members).
2. The Board should speak with the County to see if they will repair the sidewalks versus having the CDD pay for it.
3. Thank you for setting up a workshop/special meeting for the landscape discussions.
4. Thank you for serving (directed to Board members).
5. Florida Friendly will be at the Surrey Park pool on November 30, 2010 at 9:00 a.m. and the Surrey Park HOA representatives will be there.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Norman, seconded by Mr. McCarthy, with all in favor, the Board adjourned the meeting at 8:07 p.m. for Covington Park Community Development District.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman