

## 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 special meeting of the Board of Supervisors' of the Covington Park Community Development District was held on **Monday, August 25, 2008 at 5:05 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>
Fred Hudson	<b>Board Supervisor, Vice Chairman</b>
Victor Barbosa	<b>Board Supervisor, Assistant Secretary</b>
Chris Coughlin	<b>Board Supervisor, Assistant Secretary</b>
Doug Watts	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Tina Wells	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Fred Pressley	<b>District Counsel, Fowler, White, Boggs Banker</b> <i>(via speakerphone)</i>
Audience	

#### FIRST ORDER OF BUSINESS

#### Call to Order

Ms. Wells called the meeting to order and conducted roll call.

#### SECOND ORDER OF BUSINESS

#### Review and Consideration of Landscape and Irrigation Maintenance Proposals

Ms. Wells stated that the first item on the agenda was the review and consideration of the Landscape and Irrigation Maintenance Proposals. She stated that the District had received a total of eight bids by the deadline of August 15, 2008 at noon. Ms. Wells stated that the Board had received ranking sheets and would rank according to the evaluation criteria that was included in the proposal package that the vendors received. Mr. McCarthy asked which contractors were present. Seven of the eight contractors were present with Lee Te Kim Landscape being absent.

Mr. McCarthy stated that he called every contractor to make sure that the work for South Shore Commons Equity Project was included in the total price.

He stated that all of the bidders had included the project in their total price. Mr. McCarthy stated that the Board would not remove any points for subbing the irrigation work out but that the contractor would be responsible for the subcontractor's work. Mr. Coughlin asked if all of the bidders had received the addendums. All of the bidders confirmed receipt of the addendums. Discussion ensued regarding the ranking format.

Mr. McCarthy asked the contractors if they had any questions regarding the bidding process. There were none.

*(The Board took a brief recess to fill out their bid ranking sheets)*

*(Ms. Wells reconvened the meeting with all those present at the onset of the meeting prior to the recess)*

Mr. Coughlin asked that his ranking sheet not be considered in the award of the contract, as one of the bidders had put him down as a reference. He stated the bidder used him as a reference due to his Vice Chairman position for another Board, and his work on another project for a developer. Mr. Coughlin stated that that he felt his score sheet should not be considered in this bid process. A brief discussion ensued. Mr. Pressley stated that there was no conflict or legal impropriety. He stated that the issue was the Board wanting to make sure that the integrity of the bidding process is maintained. Mr. Pressley stated that it was the Board's decision whether to recuse Mr. Coughlin from the process. Mr. McCarthy stated that the company that used Mr. Coughlin as a reference was Lee Te Kim Landscape and that they were not present at the meeting. He stated that they ranked seventh in the bid rankings. Mr. McCarthy stated that he did not have any problem with considering Mr. Coughlin's ranking sheet in the bid process. He asked the contractors if anyone had an issue with keeping Mr. Coughlin's ranking sheet in the tally. None of contractors had any issues. Ms. Wells asked Mr. Pressley if he had any issues. Mr. Pressley stated that he did not.

On a Motion by Mr. Watts, seconded by Mr. McCarthy, with all in favor the Board approved keeping Mr. Coughlin's ranking sheet in the Landscape and Irrigation Maintenance bid process for Covington Park Community Development District.

Ms. Wells stated that she had received all of the ranking sheets from the Board members. She read the results of the ranking sheets into the record as follows:

- #8 – Greenbriar Landscape with 242.36 points
- #7 – Lee Te Kim landscape – 247.88 points
- #6 – South County Landcare – 287.63 points
- #5 – The Budd Group – 288.66 points
- #4 – Cornerstone Tree Farm – 308.82 points
- #3 – Sunrise Landscape – 336.54 points
- #2 – Vila & Son – 344.69 points
- #1 – Raymow Enterprises – 348.37 points

Ms. Wells asked for a motion from the Board to approve the highest ranked proposal from Raymow Enterprises for Landscape and Irrigation Maintenance Services.

On a Motion by Mr. Watts, seconded by Mr. Hudson, with all in favor, the Board accepted Raymow Enterprises Proposal to provide the Landscape and Irrigation Maintenance for Covington Park Community Development District.

Ms. Wells asked for a motion to authorize District Counsel and District Staff to enter into negotiations with Raymow Enterprises for Landscape and Irrigation Maintenance.

On a Motion by Mr. Barbosa, seconded by Mr. McCarthy, with all in favor, the Board authorized District Counsel and District Staff to enter into negotiations with the number one ranked Raymow Enterprises, (and if negotiations were to fail to enter into contract negotiations with number two ranked Vila & Son for Landscape and Irrigation Maintenance), for Covington Park Community Development District.

**THIRD ORDER OF BUSINESS**

**Staff Reports**

Ms. Wells stated that the next item on the agenda was Staff Reports. She asked Mr. Pressley if he had anything to report in regards to the Landscape and Irrigation Maintenance bid process. He stated that he did not.

**FOURTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Ms. Wells stated that the next item on the agenda was Supervisor Requests and Audience Comments. Ms. Wells asked if there were any Supervisor requests. There were none. She asked if there were any audience comments. A bidder asked if they would be able to get copies of the ranking sheets. Ms. Wells stated that the ranking sheets are public record and copies are available. She asked if there were any other questions. There were none.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

Ms. Wells stated that there were no other agenda items to come before the Board. She asked for a motion to adjourn the meeting.

On a Motion by Mr. Barbosa, seconded by Mr. Watts, with all in favor, the Board adjourned the Board of Supervisors' meeting at 7:18 p.m. for the Covington Park Community Development District.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

On a Motion by Mr. Barbosa, seconded by Mr. Watts, with all in favor, the Board adjourned the Board of Supervisors' meeting at 7:18 p.m. for the Covington Park Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman