



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
October 22, 2018**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.covingtonparkcdd.org

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

Covington Park Clubhouse, 6806 Covington Garden Drive, Apollo Beach, FL 33572

Board of Supervisors	William Irwin Alan Untracht Tarlese Allen Stephen Brown Jennifer Van Haren	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Grant Phillips	Rizzetta & Company, Inc.
District Counsel	Biff Craine	Petitt Worrell Craine Wolfe, LLC
District Engineer	Tim Plate	Heidt Design, LLC

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

October 19, 2018

Board of Supervisors
Covington Park Community
Development District

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors' Meeting of the Covington Park Community Development District will be held on **Monday, October 22, 2018 at 6:00 PM** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572. The following is the revised agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Field Manager Report..... Tab 1
 - i. Consideration of Landscape Proposal Tab 2
 - B. District Counsel
 - C. District Engineer
 - D. District Manager
 - i. Presentation of Series 2015 Arbitrage Report..... Tab 3
- 4. BUSINESS ITEMS**
 - A. Consideration of Contract for Professional District Services Tab 4
 - B. Consideration of Pressure Washing Proposal Tab 5
 - C. Discussion of Fence Installation
 - D. Discussion Regarding Clubhouse Expansion Project
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on September 25, 2018 Tab 6
 - B. Consideration of Operation & Maintenance Expenditures for September 2018.....*under sep. cover*
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,

Grant Phillips

Grant Phillips
District Manager

Tab 1

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 public hearing and regular meeting of the Board of Supervisors of the Covington Park Community Development District was held on **Tuesday, September 25, 2018 at 6:04 PM** at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572.

Present and constituting a quorum were:

Bill Irwin	Board Supervisor, Chairman
Alan Untracht	Board Supervisor, Vice Chairman
Jennifer Van Haren	Board Supervisor, Assistant Secretary
Tarlese Allen	Board Supervisor, Asst Secretary <i>(joined the meeting in progress)</i>
Stephen Brown	Board Supervisor, Asst. Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; Pettitt Worrell <i>(via phone)</i>
Cathy Sobrito	Community Coordinator
John Toborg	Field Services Mgr.; Rizzetta & Co., Inc.
Keith Remson	Remson Aquatics
Sabrina Bland	FitRev
Mike Ambriati	Construction Management Services

Audience

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Phillips 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

Dave Radford spoke about items being stolen from his yard and other damage

46 caused since the barrier row of shrubbery was removed from his home and others there.

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48 **THIRD ORDER OF BUSINESS**

Staff Reports

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50 **A. District Counsel Report**

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52 Mr. Craine addressed and answered general questions from the Board.
53 Discussion ensued regarding homeowners needing to move their privacy fence.

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55 **B. Field Manager Report**

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57 Mr. Toborg presented his report to the Board for review and addressed and
58 answered general questions from the Board. Discussion ensued.

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60 **i. Consideration of Landscape-Related Proposals**

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62 Mr. Toborg then presented seven landscape-related proposals to the Board
63 for consideration. Discussion ensued. The Board approved six proposals and
64 tabled one other.

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On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved six proposals (#48584, #48585, #48587, #48588, #48589, and #48597) from LMP in the total amount of \$4,201.75 for the Covington Park Community Development District.

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67 **C. Aquatics Report**

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69 Mr. Remson provided an update and addressed and answered general
70 questions from the Board. Discussion ensued regarding aeration installations. Mr.
71 Remson also presented a proposal to the Board for consideration.

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On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the proposal from Remson Aquatics for aeration equipment installations in all but pond #38 for an amount not to exceed \$20,000.00 for the Covington Park Community Development District.

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74 **D. District Engineer**

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76 Not present; no report provided. Ms. Bland addressed and answered
77 general questions from the Board. Discussion ensued.

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80 **E. Community Coordinator Report**

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82 Ms. Sobrito addressed her report and answered questions from the Board.
83 General discussion ensued.

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85 **F. District Manager**

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87 Mr. Phillips noted that the next Board of Supervisors' meeting will be held on
88 Monday, October 22, 2018 at 6:00 PM at the Covington Park Clubhouse located at
89 6806 Covington Garden Drive, Apollo Beach, FL 33572.

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91 **i. Presentation of Unaudited Financial Statements**

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93 Mr. Phillips presented the latest monthly unaudited financial statements to the
94 Board for review. Discussion ensued regarding fence installation, the annual meeting
95 schedule, and setting a workshop date.

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97 **FOURTH ORDER OF BUSINESS**

**Consideration of Insurance Renewal
Proposal**

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100 Mr. Phillips presented the annual insurance policy renewal proposal to the Board
101 for consideration.

On a Motion by Mr. Untracht, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved the annual insurance policy renewal proposal for the Covington Park Community Development District.

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103 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of
Supervisors' Meeting Held on August
28, 2018**

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107 Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on
108 August 28, 2018 to the Board for consideration. Discussion ensued.

On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held August 28, 2018 as presented for the Covington Park Community Development District.

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111 **TWELFTH ORDER OF BUSINESS**

**Consideration of August 2018
Operation & Maintenance
Expenditures**

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115 Mr. Phillips presented the August 2018 Operations & Maintenance expenditures
116 to the Board for consideration.

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On a Motion by Ms. Allen, seconded by Mr. Untracht, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for August 2018 (\$69,735.02) for the Covington Park Community Development District.

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THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

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Mr. Untracht discussed retaining Mr. Irwin as the amenity center construction liaison after his departure from the Board.

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Mr. Brown asked about an amenities checklist.

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FOURTEENTH ORDER OF BUSINESS

Adjournment

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On a Motion by Mr. Brown, seconded by Mr. Untracht, with all in favor, the Board of Supervisors adjourned the meeting at 9:13 PM for the Covington Park Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman