



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
November 26, 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.

November 20, 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, November 26, 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. BUSINESS ITEMS – PART I**
 - A. Administration of Oath of Office
 - i. Consideration of Resolution 2019-01,
Designating Officers of the District Tab 1
- 4. STAFF REPORTS**
 - A. Field Manager Reports..... Tab 2
 - i. Consideration of Landscape-Related Proposals Tab 3
 - B. Aquatics Report
 - i. Consideration of Aquatics Proposal..... Tab 4
 - C. District Counsel
 - D. District Engineer
 - E. Community Coordinator Report
 - F. District Manager
- 5. BUSINESS ITEMS – PART II**
 - A. Discussion Regarding Clubhouse Expansion Project
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on October 22, 2018..... Tab 5
 - B. Consideration of Operation & Maintenance Expenditures for October 2018 Tab 6
 - C. Ratification of Series 2015 Requisitions (if any)
- 7. SUPERVISOR REQUESTS**
- 8. 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 **Monday, October 22, 2018 at 6:05 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
Stephen Brown	Board Supervisor, Asst. Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; Pettitt Worrell (via phone)

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

Kelly Dougherty spoke about dead plants on pond #22.

John McKay spoke about oak tree branches damaging his home.

THIRD ORDER OF BUSINESS

Staff Reports

A. Field Manager Report

46
47 Mr. Phillips presented Senior Field Services Manager John Toborg's latest
48 inspection report to the Board for review.
49

50 **i. Consideration of Landscape Proposal**

51
52 Mr. Phillips presented a proposal from Yard Masters for palm tree removal
53 to the Board for consideration. Discussion ensued.
54

On a Motion by Mr. Untracht, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved a proposal from Yard Masters for palm tree removal in the amount of \$1100.00 for the Covington Park Community Development District.

55
56 *(Mr. Craine joined the meeting in progress at 6:35 PM.)*
57

58 Discussion ensued regarding an aeration proposal. Mr. Phillips also
59 presented a proposal from LMP to the Board for consideration.
60

On a Motion by Ms. Allen, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved proposal #49204 from LMP for viburnum installations in the amount of \$412.50 for the Covington Park Community Development District.

61
62 **B. District Counsel**

63
64 Mr. Craine addressed and answered general questions from the Board.
65

66 **i. Update Regarding CMS Contract**

67
68 Mr. Craine provided an update regarding the Construction Management
69 Services contract.
70

71 **C. District Engineer**

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73 Not present; no report provided.
74

75 **D. District Manager**

76
77 Mr. Phillips noted that the next Board of Supervisors' meeting will be held on
78 Monday, November 26, 2018 at 6:00 PM at the Covington Park Clubhouse located
79 at 6806 Covington Garden Drive, Apollo Beach, FL 33572.
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81 **i. Presentation of Series 2015 Arbitrage Report**

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83 Mr. Phillips presented the Series 2015 arbitrage rebate calculation report to
84 the Board for review and confirmed there is no arbitrage liability at the present time.
85

86 **FOURTH ORDER OF BUSINESS** **Consideration of Contract for**
87 **Professional District Services**
88

89 Mr. Phillips presented the updated contract for professional District services with
90 Rizzetta & Company to the Board for consideration.

On a Motion by Ms. Allen, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved the contract for professional District services with Rizzetta & Company, Inc. for the Covington Park Community Development District.

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92 **FIFTH ORDER OF BUSINESS** **Consideration of Pressure Washing**
93 **Proposal**
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95 Mr. Phillips presented a pressure washing proposal to the Board for consideration.

On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the pressure washing proposal from Hurricane Clean in the amount of \$1,975.00 for the Covington Park Community Development District.

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97 **SIXTH ORDER OF BUSINESS** **Discussion of Fence Installation**
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99 Mr. Phillips introduced the topic to the Board. Discussion ensued.

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101 **SEVENTH ORDER OF BUSINESS** **Discussion Regarding Clubhouse**
102 **Expansion Project**
103

104 Mr. Phillips introduced the topic to the Board. Lengthy discussion ensued.

On a Motion by Mr. Brown, seconded by Mr. Untracht, with all in favor, the Board of Supervisors scheduled a clubhouse expansion workshop be held on November 6th at 6:30 PM for the Covington Park Community Development District.

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106 **EIGHTH ORDER OF BUSINESS** **Consideration of Minutes of Board of**
107 **Supervisors' Meeting Held on**
108 **September 25, 2018**
109

110 Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on
111 September 25, 2018 to the Board for consideration. Brief discussion ensued.

112

On a Motion by Mr. Untracht, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held September 25, 2018 as presented for the Covington Park Community Development District.

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NINTH ORDER OF BUSINESS

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

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Mr. Phillips presented the September 2018 Operations & Maintenance expenditures to the Board for consideration.

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On a Motion by Mr. Brown, seconded by Mr. Untracht, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for September 2018 (\$71,115.96) for the Covington Park Community Development District.

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TENTH 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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ELEVENTH 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