



Rizzetta & Company

Covington Park Community Development District

Board of Supervisors' Meeting February 25, 2019

**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	Alan Untracht Stephen Brown Tarlese Allen Scott Harrison 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.

February 21, 2019

**Board of Supervisors
Covington Park Community
Development District**

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Covington Park Community Development District will be held on **Monday, February 25, 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-Related Proposals..... Tab 2
 - B. Aquatics Report
 - C. District Counsel
 - D. District Engineer
 - i. Discussion of Outfall Maintenance..... Tab 3
 - E. Community Coordinator Report..... Tab 4
 - F. District Manager
- 4. BUSINESS ITEMS**
 - A. Consideration of Roof Repair Proposals Tab 5
 - B. Consideration of Pressure-Washing Proposals Tab 6
 - C. Discussion of Website ADA Compliance Proposal..... Tab 7
 - D. Discussion of FitRev Revised Proposal..... Tab 8
 - E. Consideration of District Engineer RFQ Submittals.... *under sep. cover*
 - F. Discussion Regarding Clubhouse Expansion Project
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting Held on January 28, 2019 Tab 9
 - B. Consideration of Operation & Maintenance Expenditures for December 2018..... Tab 10
 - C. Consideration of Operation & Maintenance Expenditures for January 2019..... Tab 11
 - D. Ratification of Series 2015 Requisitions (if any)
- 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 contact us at (813) 533-2950.

Respectfully,
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 regular meeting of the Board of Supervisors of the Covington Park Community Development District was held on **Monday, January 28, 2019 at 6:06 PM** at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572.

Present and constituting a quorum were:

Alan Untracht	Board Supervisor, Chair
Stephen Brown	Board Supervisor, Vice Chair
Tarlese Allen	Board Supervisor, Asst. Secretary
Jennifer Van Haren	Board Supervisor, Asst. Secretary (<i>joined the meeting in progress at 6:08 PM</i>)
Scott Harrison	Board Supervisor, Asst. Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Co., Inc.
Cathy Sobrito	Community Coordinator
Biff Craine	District Counsel; Pettitt Worrell (<i>via phone</i>)
John Toborg	Sr. Field Manager; Rizzetta & Co., Inc. (<i>via phone</i>)
Aaron Frazier	LMP
Matt Remson	Remson Aquatics
Sabrina Bland	FitRev (<i>via phone</i>)

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

- 46 . Bill Irwin spoke about his visit to the new YMCA.
- 47 . Ronald Blue asked about pond spraying.
- 48 . A seasonal resident asked about removal of Brazilian pepper trees.
- 49 . Another resident asked about zoning approval for a nearby 6-story building.

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51 **THIRD ORDER OF BUSINESS**

Staff Reports

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53 **A. Field Manager Report**

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55 Mr. Toborg presented his Field Manager's Report and addressed and
56 answered questions from the Board.

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58 **i. Consideration of Landscape Proposals**

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60 Mr. Toborg and Mr. Frazier presented landscaping proposals to the Board
61 for consideration. Discussion ensued.

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63 On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved LMP's proposal #51473 for removal of three dead wax myrtles in the amount of \$1,768.75 for the Covington Park Community Development District.

64
65 On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved LMP's proposal #51474 in part for removal of a dead queen palm in the amount of \$812.50 for the Covington Park Community Development District.

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67 On a Motion by Mr. Untracht, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved Yard Master's proposal for flush-cut removal of two dead Washingtonian palms in the amount of \$550.00 for the Covington Park Community Development District.

On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved Yard Master's proposal for removal of three dead pines in the amount of \$750.00 for the Covington Park Community Development District.

On a Motion by Ms. Allen, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved LMP's proposal #50343 for removal of dead viburnum and installation of azalea and copper plants in the amount of \$159.56 for the Covington Park Community Development District.

68 Mr. Phillips then presented the LMP contract renewal proposal to the Board
69 for consideration, confirming that the price would remain the same for the next two
70 years. Mr. Craine and Mr. Toborg addressed and answered the Board's questions.
71 Discussion ensued.

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73 **B. Aquatics Report**

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75 Mr. Remson provided an aquatics summary for the Board and addressed
76 and answered the Board's general questions. Discussion ensued.

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78 **i. Consideration of Aquatics-Related Proposals**

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80 Mr. Remson also presented aquatics proposals to the Board for
81 consideration. Discussion ensued. The Board did not take action on the proposals
82 at this time.

83
84 **C. District Counsel**

85
86 Mr. Craine addressed and answered general questions from the Board. He
87 and Mr. Phillips also addressed the website ADA compliance proposal included in
88 the agenda and answered questions from the Board. Discussion ensued.

89
90 **D. District Engineer**

91
92 **i. Discussion of District Engineer Resignation**

93
94 Mr. Phillips introduced the topic for consideration by the Board and
95 explained the basic RFQ process. Discussion ensued.

96
On a Motion by Mr. Untracht, seconded by Ms. Allen, with all in favor, the Board of Supervisors authorized staff to begin the District Engineer RFQ process for the Covington Park Community Development District.

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98 **E. Community Coordinator Report**

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100 Ms. Sobrito addressed and answered general questions from the Board.
101 General discussion ensued.

102
103 **F. District Manager**

104
105 Mr. Phillips noted that the next Board of Supervisors' meeting will be held on
106 Monday, February 25, 2019 at 6:00 PM at the Covington Park Clubhouse located at
107 6806 Covington Garden Drive, Apollo Beach, FL 33572.
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109 **i. Presentation of Unaudited Financial Statements**

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111 Mr. Phillips presented the latest financial statements to the Board for review.
112 General discussion ensued.

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114 **FOURTH ORDER OF BUSINESS**

Consideration of FitRev Revised Proposal

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117 Mr. Phillips introduced the topic to the Board. Discussion ensued. The Board did
118 not take action on the proposal at this time.

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120 **FIFTH ORDER OF BUSINESS**

Discussion Regarding Clubhouse Expansion Project

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123 Mr. Phillips introduced the topic to the Board. Discussion ensued.

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125 **SIXTH ORDER OF BUSINESS**

Consideration of Minutes of Board of Supervisors' Meeting Held on December 19, 2018

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129 Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on
130 December 19, 2018 to the Board for consideration. Brief discussion ensued.

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On a Motion by Mr. Brown, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held December 19, 2018 for the Covington Park Community Development District.

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133 **SEVENTH ORDER OF BUSINESS**

Consideration of Operations & Maintenance Expenditures for November 2018

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137 Mr. Phillips presented the Operations & Maintenance expenditures for November
138 2018 to the Board for ratification. Brief discussion ensued.

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On a Motion by Mr. Brown, seconded by Ms. Allen, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for November 2018 (\$83,826.00) for the Covington Park Community Development District.

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141 **EIGHTH ORDER OF BUSINESS**

Supervisor Requests

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143 Ms. Van Haren discussed personal email as well as security issues.
144

145 Mr. Harrison advised he will be attending a meeting next Thursday at which County
146 Commissioner Sandy Murman will be present.

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148 **NINTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Ms. Allen, seconded by Mr. Harrison, with all in favor, the Board of Supervisors adjourned the meeting at 8:22 PM for the Covington Park Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT