



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
April 22, 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	Giacomo Licari	Dewberry Engineers

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.

April 15, 2019

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

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Covington Park Community Development District will be held on **Monday, April 22, 2019 at 6:00 PM** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Field Inspection Reports..... Tab 1
 - i. Consideration of Landscaping Proposals (if any)
 - B. Aquatics Report
 - C. District Counsel
 - D. District Engineer
 - i. Discussion of Ditch Drainage
 - E. Community Coordinator Report..... Tab 2
 - i. Consideration of Clubhouse Rental
 - F. District Manager
- 4. BUSINESS ITEMS**
 - A. Ratification of Audit for FY Ended Sep. 30, 2018 Tab 3
 - B. Discussion Regarding Clubhouse Expansion Project
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting Held on March 25, 2019..... Tab 4
 - B. Consideration of Operation & Maintenance Expenditures for March 2019 Tab 5
 - C. Ratification of Series 2015 Requisitions #27-28 Tab 6
- 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, March 25, 2019 at 6:00 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 <i>(via phone)</i>
Stephen Brown	Board Supervisor, Vice Chair
Tarlese Allen	Board Supervisor, Asst. Secretary
Scott Harrison	Board Supervisor, Asst. Secretary
Jennifer Van Haren	Board Supervisor, Asst. Secretary <i>(joined the meeting in progress)</i>

Also present were:

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

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 Audience members had questions/comments about tree trimming.

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48 **THIRD ORDER OF BUSINESS**

Staff Reports

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50 **A. Field Manager Report**

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52 Mr. Toborg introduced Patrick Bell (who was not present) as the new field
53 manager for Covington Park. Mr. Toborg and Mr. Frazier then presented the latest
54 field inspection report and addressed and answered questions from the Board.
55 Discussion ensued.

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57 **B. Aquatics Report**

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59 Mr. Remson provided an update and addressed and answered general
60 questions from the Board. He then presented two proposals for pond dredging to
61 the Board for consideration. Discussion ensued.

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On a Motion by Ms. Van Haren, seconded by Mr. Harrison, with all in favor, the Board of Supervisors tabled proposal #1158 and approved #1159 from Remson Aquatics for pond dredging for the Covington Park Community Development District.

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64 **C. District Counsel**

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66 Mr. Craine provided a brief update for the Board and addressed and
67 answered the Board's general questions. General discussion ensued, including
68 regarding to website ADA compliance.

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70 **D. District Engineer**

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72 Mr. Phillips introduced Mr. Licari, the new District Engineer, to the Board.
73 Mr. Licari addressed the Board and answered the Board's questions. Discussion
74 ensued.

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On a Motion by Ms. Allen, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors agreed that Mr. Harrison should serve as the primary clubhouse expansion project liaison, and Mr. Brown the alternate, for the Covington Park Community Development District.

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On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors authorized staff to revisit other bids for the fitness center equipment once the fitness center is compliant and the site plans are approved for the Covington Park Community Development District.

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i. Discussion of Ditch Drainage

Mr. Phillips introduced the topic for consideration. Discussion ensued. It was agreed that former District engineer Tim Plate should address the issue and send the report generated to the current District engineer Giacomo Licari.

E. Community Coordinator Report

Ms. Sobrito provided an update and addressed and answered general questions from the Board. General discussion ensued.

F. District Manager

Mr. Phillips noted that the next Board of Supervisors' meeting will be held on Monday, April 22, 2019 at 6:00 PM at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

(Ms. Van Haren joined the meeting in progress.)

FOURTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting Held on February 25, 2019

Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on February 25, 2019 to the Board for consideration. Brief discussion ensued.

On a Motion by Mr. Brown, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held February 25, 2019 for the Covington Park Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operations & Maintenance Expenditures for February 2019

Mr. Phillips presented the Operations & Maintenance expenditures for February 2019 to the Board for ratification. Brief discussion ensued.

On a Motion by Ms. Allen, seconded by Mr. Brown, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for February 2019 (\$49,667.70) for the Covington Park Community Development District.

113 **SIXTH ORDER OF BUSINESS**

Supervisor Requests

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115 Mr. Brown discussed the District engineer and asked about carrying forward
116 balances.

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118 Mr. Untracht spoke about a new fitness company, a recap, and the budget
119 workshop to be held on May 6th.

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121 **SEVENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Ms. Allen, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors adjourned the meeting at 7:24 PM for the Covington Park Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman