



Rizzetta & Company

# Covington Park Community Development District

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**Board of Supervisors' Meeting  
May 28, 2019**

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

[www.covingtonparkcdd.org](http://www.covingtonparkcdd.org)

## COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

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

<b>Board of Supervisors</b>	Alan Untracht Stephen Brown Tarlese Allen Scott Harrison Jennifer Van Haren	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Grant Phillips	Rizzetta & Company, Inc.
<b>District Counsel</b>	Biff Craine	Petitt Worrell Craine Wolfe, LLC
<b>District Engineer</b>	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.

May 28, 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 **Tuesday, May 28, 2019 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 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. Presentation of FY 2019/2020 Proposed Budget ..... Tab 3
    1. Consideration of Resolution 2019-02, Approving Proposed Budget and Setting Public Hearing ..... Tab 4
  - B. Consideration of Sidewalk Cleaning Proposal ..... Tab 5
  - C. Discussion Regarding Clubhouse Expansion Project
- 5. BUSINESS ADMINISTRATION**
  - A. [Consideration of Minutes of Board of Supervisors' Regular Meeting Held on April 22, 2019..... Tab 6](#)
  - B. [Consideration of Minutes of Board of Supervisors' Workshop Meeting Held on May 7, 2019..... Tab 7](#)
  - C. Consideration of Operation & Maintenance Expenditures for April 2019 ..... Tab 8
  - 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, April 22, 2019 at 6:03 PM** at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572.

Present and constituting a quorum were:

Alan Untracht	<b>Board Supervisor, Chair</b> <i>(via phone)</i>
Stephen Brown	<b>Board Supervisor, Vice Chair</b>
Tarlese Allen	<b>Board Supervisor, Asst. Secretary</b> <i>(via phone)</i>
Scott Harrison	<b>Board Supervisor, Asst. Secretary</b>
Jennifer Van Haren	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Grant Phillips	<b>District Manager; Rizzetta &amp; Co., Inc.</b>
Giacomo Licari	<b>District Engineer; Dewberry Engineers</b>
Biff Craine	<b>District Counsel; Pettitt Worrell</b> <i>(via phone)</i>
Cathy Sobrito	<b>Community Coordinator</b> <i>(joined the meeting in progress)</i>
Garth Rinard	<b>LMP</b>
Aaron Frazier	<b>LMP</b>
Matt Remson	<b>Remson Aquatics</b>

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**

Audience members had questions/comments about sprinklers in the bushes in Covington Stone.

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**THIRD ORDER OF BUSINESS**

**Staff Reports**

**A. Field Manager Report**

Mr. Rinard and Mr. Frazier presented the latest field inspection reports and addressed and answered questions from the Board. Discussion ensued.

**B. Aquatics Report**

Mr. Remson provided an update and addressed and answered general questions from the Board. He advised ponds #41 and #36 will be dredged. Mr. Remson then presented a proposal for fish stocking of ponds to the Board for consideration. Discussion ensued.

On a Motion by Ms. Van Haren, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved the proposal from Remson Aquatics for fish stocking of ponds in the amount of \$720.00 for the Covington Park Community Development District.

**C. District Counsel**

Mr. Craine advised he had nothing specific to report, and addressed and answered the Board's general questions. Mr. Licari had questions regarding easement language, outflow structures, and pond #9. General discussion ensued.

**D. District Engineer**

Mr. Licari provided an update for the Board and addressed and answered the Board's questions. General discussion ensued. Mr. Licari will look into submitting a separate permit for the fitness center.

**i. Discussion of Ditch Drainage**

Mr. Licari provided an update for the Board. Discussion ensued. Follow-up is scheduled for Friday at 1:00 PM.

**E. Community Coordinator Report**

Ms. Sobrito outlined her report and addressed and answered general questions from the Board. General discussion ensued.

**F. District Manager**

86 Mr. Phillips noted that the next Board of Supervisors' meeting will be the  
87 budget workshop, to be held on Monday, May 6, 2019 at 6:00 PM at the Covington  
88 Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.  
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90 **FOURTH ORDER OF BUSINESS**

**Ratification of Audit for FY Ended  
September 30, 2018**

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93 Mr. Phillips presented the final audit for fiscal year ended September 30, 2018 to  
94 the Board for ratification.  
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On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors ratified the final audit for fiscal year ended September 30, 2018 for the Covington Park Community Development District.

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97 **FIFTH ORDER OF BUSINESS**

**Discussion Regarding Clubhouse  
Expansion Project**

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

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102 **SIXTH ORDER OF BUSINESS**

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

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106 Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on  
107 March 25, 2019 to the Board for consideration.  
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On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held March 25, 2019 for the Covington Park Community Development District.

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110 **SEVENTH ORDER OF BUSINESS**

**Consideration of Operations &  
Maintenance Expenditures for  
March 2019**

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114 Mr. Phillips presented the Operations & Maintenance expenditures for March 2019  
115 to the Board for ratification.  
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On a Motion by Mr. Brown, seconded by Mr. Untracht, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for March 2019 (\$50,607.69) for the Covington Park Community Development District.

118 **EIGHTH ORDER OF BUSINESS**

**Ratification of Series 2015  
Requisitions #27-28**

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Mr. Phillips presented Series 2015 check requisitions #27 (for Fieldstone) and #28 (for Heidt Design) to the Board for ratification.

On a Motion by Ms. Van Haren, seconded by Mr. Brown, with all in favor, the Board of Supervisors ratified Series 2015 check requisitions #27 (for Fieldstone; \$26,549.68) and #28 (for Heidt Design; \$18.75) for the Covington Park Community Development District.

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125 **NINTH ORDER OF BUSINESS**

**Supervisor Requests**

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General Board discussion was held regarding wet check concerns and the need for LMP to address them.

Ms. Van Haren discussed wet check concerns, the front sidewalk, and location concerns regarding pressure-washing.

Ms. Allen shared concerns regarding drainage.

Mr. Untracht asked about utilization of a Skype-type program for visual attendance of meetings when out of town.

138 **TENTH ORDER OF BUSINESS**

**Adjournment**

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On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors adjourned the meeting at 7:17 PM for the Covington Park Community Development District.

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Assistant Secretary

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Chair / Vice Chair



Tab 2

**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 workshop of the Board of Supervisors of the Covington Park Community Development District was held on **Monday, May 6, 2019 at 6:02 PM** at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572.

Present and constituting a quorum were:

Stephen Brown	<b>Board Supervisor, Vice Chair</b>
Tarlese Allen	<b>Board Supervisor, Asst. Secretary</b>
Scott Harrison	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Grant Phillips	<b>District Manager; Rizzetta &amp; Co., Inc.</b>
Cathy Sobrito	<b>Community Coordinator</b>

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**

There were no audience questions or comments.

Mr. Phillips provided an update for the Board, advising that wet check reports are forthcoming from LMP and that the LMP account manager for the District will be changing.

**THIRD ORDER OF BUSINESS**

**Budget Workshop**

Mr. Phillips presented the Fiscal Year 2019-2020 draft proposed budget to the Board for review. Discussion ensued.

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**FOURTH ORDER OF BUSINESS**

**Supervisor Requests**

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There were no additional supervisor requests.

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**FIFTH ORDER OF BUSINESS**

**Adjournment**

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On a Motion by Mr. Brown, seconded by Ms. Allen, with all in favor, the Board of Supervisors adjourned the meeting at 6:34 PM for the Covington Park Community Development District.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

DRAFT