



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
September 23, 2019**

District Office:
12750 Citrus Park Lane, Suite 115
Tampa, FL 33625

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	Angel Montagna	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) 933-5571. 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.

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578
www.covingtonparkcdd.org

September 13, 2019

Board of Supervisors
Covington Park Community
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Covington Park Community Development District will be held on **Monday, September 23, 2019 at 6:00 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Field Manager Report..... (USC)
 - B. Aquatics Report Tab 1
 - C. District Counsel
 - D. District Engineer
 - i. Update on Construction Project
 - ii. Survey of Pond #3
 - E. Community Coordinator Report..... Tab 2
 - F. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on August 26, 2019 Tab 3
 - B. Consideration of Operation & Maintenance Expenditures for August 2019 Tab 4
 - C. Ratification of Series 2015 Requisitions #30 – 31 Tab 5
- 5. BUSINESS ITEMS**
 - A. Discussion Regarding Appointment of Mr. Erwing as a Consultant
 - B. Consideration of Proposal from Egis for the District's Insurance Renewal.....Tab 6
 - C. Discussion Regarding Emergency Plan
- 6. 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) 933-5571.

Respectfully,
Angel Montagna
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, August 26, 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:

Stephen Brown	Board Supervisor, Vice Chair
Jennifer Van Haren	Board Supervisor, Asst. Secretary
Scott Harrison	Board Supervisor, Asst. Secretary

Also present were:

Alan Untracht	Board Supervisor, Chair <i>(via conference call)</i>
Angel Montagna	Regional District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; Pettitt Worrell <i>(via conference call)</i>
Patrick Bell	Field Services Manager, Rizzetta & Co., Inc.
Cathy Sobrito	Community Coordinator
Paula Means	LMP
Keith Remson	Remson Aquatics

Audience

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Ms. Montagna 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

The Board entertained audience comments regarding use of the park, the water table in Pond #3, and the construction project. A discussion ensued.

A comment was also entertained regarding the hedges at Covington Stone and Waterset being trimmed to a 3-inch height.

49 **THIRD ORDER OF BUSINESS**

Staff Reports

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51 **A. Field Manager Report**

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53 Mr. Bell provided an update to the Board and answered general questions.

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55 **i. Consideration of Landscaping Proposals**

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57 Ms. Montagna presented several landscape proposals to the Board for
58 consideration.

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On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved LMP's proposals #61091, #61092, #61093, and #61094 for Irrigation Repairs for the Covington Park Community Development District.

On a Motion by Ms. Van Haren, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved two proposals for tree trimming at Devonbridge Garden Way for the Covington Park Community Development District.

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62 The Board tabled the proposal for Exeter Park Place. It was stated that Palm
63 trimming was per contract.

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65 **B. Aquatics Report**

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67 Mr. Remson provided an update and addressed and answered general
68 questions from the Board. He stated that he was waiting for the Engineer to
69 send him the results for the survey of Pond #3. A discussion ensued
70 regarding conservation areas to be cut back.

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72 **i. Consideration of Plant Removal Proposal**

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74 Mr. Remson presented a proposal for the conservation area encroachment.

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On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved Remson Aquatics' proposal #1219 for the encroachment in the conservation area (\$1,875.00) for the Covington Park Community Development District.

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77 District Engineer needs to determine if the well is on Pond #3 is working
78 correctly.

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80 **C. District Counsel**

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82 Mr. Craine gave the Board an update on site compliance for phase 5D. He
83 stated that he will prepare the contract. Mr. Craine stated that he has
84 reviewed the Rizzetta Amenity Services contract.

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D. District Engineer

Not present.

E. Community Coordinator Report

Ms. Sobrito outlined her report and answered the Board's general questions.

Ms. Sobrito presented a vendor agreement for First Aid, CPR and AED.

On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the vendor agreement for First Aid, CPR and AED for the Covington Park Community Development District.

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Ms. Sobrito presented a proposal for a pool pump at Oak Park.

On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the proposal for the pool pump at Oak Park as presented for the Covington Park Community Development District.

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A discussion ensued regarding the holiday decorations staying white and a budget of \$5,000 for the décor. Ms. Sobrito stated that a fountain was wanted for Pond #14.

F. District Manager

Ms. Montagna noted that the next Board of Supervisors' regular meeting will be held on Monday, September 23, 2019 at 6:00 PM at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' Meeting
held on July 22, 2019**

The Board made a change to the meeting minutes under the District Manager report.

On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held July 22, 2019 as amended for the Covington Park Community Development District.

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FIFTH ORDER OF BUSINESS

Consideration of Operations & Maintenance Expenditures for July 2019

Ms. Montagna presented the July 2019 Operation and Maintenance expenditures. A brief discussion ensued regarding LMP invoices for plant repair.

On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for July 2019 (\$59,772.51) for the Covington Park Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Series 2015 Requisitions (if any)

There were no requisitions to present at this time.

SEVENTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2019/2020 Final Budget

Ms. Montagna asked for a motion to open the public hearing on the fiscal year 2019/2020 final budget.

On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors opened the Public Hearing on the Fiscal Year 2019/2020 Final Budget for the Covington Park Community Development District.

Ms. Montagna presented the final budget and reviewed line items of the budget. She entertained questions and comments regarding the budget.

Ms. Montagna asked for a motion to close the public hearing on the fiscal year 2019/2020 final budget.

On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors closed the Public Hearing on the Fiscal Year 2019/2020 Final Budget for the GreyHawk Landing Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2019-03, Adopting Fiscal Year 2019/2020 Final Budget

Ms. Montagna presented Resolution 2019-03, Adopting Fiscal Year 2019/2020 Final Budget.

On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved Resolution 2019-03, Adopting Fiscal Year 2019/2020 Final Budget as revised for the Covington Park Community Development District.

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156 **NINTH ORDER OF BUSINESS**

**Consideration of Resolution
2019-04, Imposing Special
Assessments and Certifying an
Assessment Roll**

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161 Ms. Montagna presented Resolution 2019-04, Imposing Special Assessments and
162 Certifying an Assessment Roll.
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On a Motion by Ms. Van Haren, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved Resolution 2019-04, Imposing Special Assessments and Certifying an Assessment Roll for the Covington Park Community Development District.

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165 **TENTH ORDER OF BUSINESS**

**Consideration of Resolution
2019-05, Setting the Meeting
Schedule for Fiscal Year
2019/2020**

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170 Ms. Montagna presented Resolution 2019-05, Setting the Meeting Schedule for
171 Fiscal Year 2019/2020. The Board asked to move their December 23rd meeting to
172 December 16th due to the holiday.
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On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved Resolution 2019-05, Setting the Meeting Schedule for Fiscal Year 2019/2020 as amended for the Covington Park Community Development District.

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175 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution
2019-06, Re-designating an
Assistant Secretary**

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179 Ms. Montagna presented Resolution 2019-06, Re-designating an Assistant
180 Secretary. She stated that the resolution would add her as an Assistant Secretary for
181 signature purposes.
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On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved Resolution 2019-06, Re-designating an Assistant Secretary (Angel Montagna) for the Covington Park Community Development District.

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184 **TWELFTH ORDER OF BUSINESS**

**Consideration of ADA Website
Compliance Proposals**

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188 Ms. Montagna presented the ADA website compliance proposals from ADASC,
189 Campus Suite, and VGlobal Tech. A discussion ensued.

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On a Motion by Ms. Van Haren, seconded by Mr. Untracht, with all in favor, the Board of Supervisors approved Campus Suite's proposal for ADA Website Compliance for the Covington Park Community Development District.

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192 **THIRTEENTH ORDER OF BUSINESS**

**Consideration of Technology
Services Contract**

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195 Ms. Montagna presented the Technology Services Contract.

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On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors approved the Technology Services Contract for the Covington Park Community Development District.

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198 **FOURTEENTH ORDER OF BUSINESS**

Supervisor Requests

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200 Ms. Montagna asked if there were any Supervisor requests. Mr. Harrison asked
201 for the status of the construction project. The Board would like to schedule a workshop
202 for the construction project on September 30th at 6:00 p.m.

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204 Mr. Untracht requested a call with Ms. Montagna as soon as possible and asked
205 that all emails be sent to him.

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207 **FIFTEENTH ORDER OF BUSINESS**

Adjournment

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209 Ms. Montagna stated that if there was no further business to come before the
210 Board than a motion to adjourn would be in order.

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On a Motion by Mr. Harrison, seconded by Ms. Van Haren, with all in favor, the Board of Supervisors adjourned the meeting at 7:41 p.m. for the Covington Park Community Development District.

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Assistant Secretary

Chair / Vice Chair