



Rizzetta & Company

Covington Park Community Development District

Board of Supervisors' Meeting February 24, 2020

**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	Stephen Brown	Chairman
	Scott Harrison	Vice Chairman
	Tarlese Allen	Assistant Secretary
	Jennifer Van Haren	Assistant Secretary
	Dr. Ronald Blue	Assistant Secretary
District Manager	Angel Montagna	Rizzetta & Company, Inc.
District Counsel	Biff Craine	Brooks, Sheppard & Rocha
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

February 14, 2020

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, February 24, 2020 at 6:00 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572. The following is the advanced 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 LMP's Proposals Tab 2
 - ii.** Well Update
 - B.** Aquatics Report..... Tab 3
 - C.** District Counsel
 - D.** District Engineer
 - i.** Update on Construction Project
 - E.** Community Coordinator Report..... Tab 4
 - F.** District Manager
 - G.**
 - i.** Presentation of Action Item List (under separate cover)
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on January 27, 2020..... Tab 5
 - B.** Consideration of Operation & Maintenance Expenditures for January 2020..... Tab 6
 - C.** Ratification of Series 2015 Requisition #31 Tab 7
- 5. BUSINESS ITEMS**
 - A.** Discussion Regarding Construction Services Contract.....Tab 8
 - B.** Discussion Regarding Access Maintenance, LLC Agreement..Tab 9
 - C.** Discussion Regarding Removal of Brazilian Peppers
- 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) 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, January 27, 2020 at 6:00 p.m.** 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
Scott Harrison	Board Supervisor, Vice Chairman
Jennifer Van Haren	Board Supervisor, Asst. Secretary
Dr. Ronald Blue	Board Supervisor, Asst. Secretary

Also present were:

Tarlese Allen	Board Supervisor, Asst. Secretary <i>(via conference call)</i>
Angel Montagna	Regional District Manager; Rizzetta & Co., Inc.
Biff Craine	District Counsel; Pettitt Worrell <i>(via conference call)</i>
Giacomo Licari	District Engineer, Dewberry Engineers
Cathy Sobrito	Community Coordinator
Paula Means	Representative, LMP
Patrick Bell	Field Services Manager, Rizzetta & Company, Inc.
Keith Remson	Representative, 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

An audience comment was entertained regarding Pond #13. A discussion ensued. A comment was also heard regarding the December meeting minutes.

THIRD ORDER OF BUSINESS**Staff Reports****A. Field Manager Report**

Mr. Bell presented and reviewed the Field Inspection Report. Attached as (Exhibit "A"). He also presented some pictures of the back yards in violation

A motion was made by Dr. Blue to make the resident replace District property as it was prior to the plantings. There was no second and the motion failed. A discussion ensued. The Board would like a letter sent to the five homeowners to remove everything from District property, giving the residents 30 days to respond. Mr. Bell presented some pictures of the back yards in violation, Attached as (Exhibit "B"). The addresses are below:

- 6928
- 6926
- 6924
- 6922
- 6920
-

Mr. Bell would like the wet check reports sent to him. It was stated that the mulch did not cover well.

Mr. Bell presented proposals from LMP. Attached as (Exhibit "C").

The following proposals were approved:

On a Motion by Mr. Harrison, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved LMP's proposals #64015 to add Perennial Peanut to entry sign at Oak Park (\$99.20) for the Covington Park Community Development District.

A discussion ensued regarding the well. It was stated that SWFWMD had abandoned the well. Mr. Licari will check into this.

B. Aquatics Report

Mr. Remson presented and reviewed the Aquatics Report. Attached as (Exhibit "D"). A discussion ensued regarding the plantings for Pond #3. The plantings won't be installed until the weather gets warmer. The Board also discussed Pond #13. Remson Aquatics will spray some vegetation.

C. District Counsel

Mr. Craine did not have a report. A discussion ensued regarding amenities

and the construction project. Ms. Montagna and Mr. Craine will work on a notice to Fieldstone.

D. District Engineer

Mr. Licari gave an update on the construction project. A discussion ensued regarding the construction costs.

E. Community Coordinator Report

Ms. Sobrito presented her report. Attached as (Exhibit "E"). She answered the Board's general questions. A discussion ensued. The Board decided to table the water fountain for now.

F. District Manager

Ms. Montagna noted that the next Board of Supervisors' regular meeting will be held on Monday, February 24, 2020 at 6:00 p.m. at the Covington Park Clubhouse located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Ms. Montagna reviewed Ms. Allen's email regarding the Board contributing an article for the HOA newsletter. Attached as (Exhibit "F"). A discussion ensued. Ms. Allen will get the dates.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' Meeting
held on December 16, 2019**

Ms. Montagna presented the December 16, 2019 meeting minutes to the Board. There was a change made to line 119 of the meeting minutes.

On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting held December 16, 2019 as amended for the Covington Park Community Development District.

FIFTH ORDER OF BUSINESS

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

Ms. Montagna presented the December 2019 Operation and Maintenance Expenditures.

On a Motion by Mr. Brown, seconded by Mr. Harrison, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for December 2019 (\$85,734.40) for the Covington Park Community Development District.

SIXTH ORDER OF BUSINESS**Ratification of Series 2015
Requisitions if any**

Ms. Montagna stated that there were no Series 2015 Requisitions to present at this time.

SEVENTH ORDER OF BUSINESS**Consideration of District
Counsel's Engagement Letter**

Mr. Craine presented and reviewed his Engagement Letter from his new firm.

On a Motion by Mr. Harrison, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved Brooks, Sheppard & Rocha, PLLC's Engagement Letter for District Counsel Services for the Covington Park Community Development District.

EIGHTH ORDER OF BUSINESS**Supervisor Requests**

Ms. Montagna asked if there were any Supervisor requests. Dr. Blue expressed his concern regarding two items that were tabled in 2017 and 2018. One was a towing policy and the other a pool heater proposal.

On a Motion by Mr. Harrison, seconded by Dr. Blue, with all in favor, the Board of Supervisors approved removing the pool heater proposal from the table (\$10,000.00) for the Covington Park Community Development District.

Dr. Blue requested documents to be sent to him. A discussion ensued regarding the All Excess contract that expired in 2015. Mr. Craine will provide an addendum for the contract.

Mr. Harrison requested a project workshop in April and a budget workshop in March.

NINTH ORDER OF BUSINESS**Adjournment**

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

On a Motion by Mr. Harrison, seconded by Dr. Blue, with all in favor, the Board of Supervisors adjourned the meeting at 8:46 p.m. for the Covington Park Community Development District.

Tab 2

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures January 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2020 through January 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$110,367.57**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 through January 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
A Bales Security Agency, Inc.	002212	37078	Security Patrol 12/15/19-12/28/19	\$ 693.00
ABM Building Services, LLC	002221	14640512	Maintenance Agreement 12/19	\$ 367.00
Access Residential Management LLC	002226	CPCDD-2020-01	Management Fee 01/20	\$ 1,400.00
Access Residential Management LLC	002226	CPCDD-2020-01-PR	Payroll 01/20	\$ 13,306.56
Accurate Drilling Solutions, LLC	002243	14564	Well Drilling 01/20	\$ 13,827.36
BOCC	002214	3434800000 12/19	7036 Monarch Park Drive 12/19	\$ 41.12
BOCC	002214	8825800000 12/19	7734 Covington Stone Avenue 12/19	\$ 13.59
BOCC	002227	Water Summary 01/20	BOCC Water Bill Summary 01/20	\$ 331.92
Covington Park CDD - Debit Card	CD0894	Debit Card Replenishment	Debit Card Replenishment	\$ 478.16
Covington Park CDD - Debit Card	CD0895	Debit Card Replenishment	Debit Card Replenishment	\$ 442.74
Covington Park CDD - Debit Card	CD0896	Debit Card Replenishment	Debit Card Replenishment	\$ 815.60
Dewberry Engineers Inc	002217	1769093	Engineering Services 11/19	\$ 1,125.00
Dewberry Engineers Inc	002244	1780470	Engineering Services 12/19	\$ 732.00
Florida Department of Revenue	002228	Sales Tax 12/19	Sales Tax 12/19	\$ 28.22

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 through January 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Frontier Florida LLC	002237	112515-5 01/20	Fios Internet 01/20	\$ 161.82
Frontier Florida LLC	002245	121515-5 - 01/20	Fios Internet 01/20	\$ 286.04
Frontier Florida LLC	002218	121515-5 - 12/19	Fios Internet 12/19	\$ 177.84
Home Depot Credit Services	002229	322531918559 12/19	Clubhouse Office/Janitor Supplies 12/19	\$ 60.94
Jennifer Van Haren	002225	JV121619	Board of Supervisors 12/16/19	\$ 200.00
Landscape Maintenance Professionals, Inc.	002220	149004	Irrigation Repairs 12/19	\$ 129.00
Landscape Maintenance Professionals, Inc.	002220	149089	Tree Removal 12/19	\$ 388.10
Landscape Maintenance Professionals, Inc.	002230	149143	Plant Install 12/19	\$ 810.00
Landscape Maintenance Professionals, Inc.	002230	149144	Plant Install 12/19	\$ 1,167.75
Landscape Maintenance Professionals, Inc.	002230	149145	Plant Install 12/19	\$ 1,179.75
Landscape Maintenance Professionals, Inc.	002230	149146	Plant Install 12/19	\$ 1,286.25
Landscape Maintenance Professionals, Inc.	002230	149147	Plant Install 12/19	\$ 540.00
Landscape Maintenance Professionals, Inc.	002230	149148	Mulch - 12/19	\$ 24,999.00
Landscape Maintenance Professionals, Inc.	002246	149239	Landscape Maintenance 01/20	\$ 12,389.50

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 through January 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	002230	149421	Tree Removal 12/19	\$ 1,823.25
Landscape Maintenance Professionals, Inc.	002230	149430	Tree Removal 12/19	\$ 220.00
Landscape Maintenance Professionals, Inc.	002230	149431	Tree Removal 12/19	\$ 1,705.00
Landscape Maintenance Professionals, Inc.	002230	149510	Pest Control 12/19	\$ 665.00
Landscape Maintenance Professionals, Inc.	002230	149556	Irrigation Repairs 01/20	\$ 258.00
Lenox Millennial Cleaning, LLC	002238	10032	Clubhouse Cleaning 01/20	\$ 425.00
Mobile Helpdesk, Inc. dba MHD Communications	002231	18587	Hard Disk Drive	\$ 1,709.19
Mobile Helpdesk, Inc. dba MHD Communications	002231	18603	Repairs	\$ 118.13
Mobile Helpdesk, Inc. dba MHD Communications	002231	18604	Access Cards	\$ 814.00
Mobile Helpdesk, Inc. dba MHD Communications	002247	20419	Dell Template SOP 01/20	\$ 708.75
Mobile Helpdesk, Inc. dba MHD Communications	002247	20420	Computer Service 01/20	\$ 33.75
Mobile Helpdesk, Inc. dba MHD Communications	002247	20421	Computer Service 01/20	\$ 101.25
Office Depot Credit Plan	002239	568510096415 12/19	Clubhouse Office/Janitor Supplies 12/19	\$ 273.23
Petitt Worrell Rocha Sheppard PLLC	002222	14094	Legal Services 10/19	\$ 315.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 through January 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Petitt Worrell Rocha Sheppard PLLC	002222	14099	Legal Services 11/19	\$ 542.50
Petitt Worrell Rocha Sheppard PLLC	002222	14118	Legal Services 12/19	\$ 385.00
Remson Aquatics, LLC	002248	112186	Lake Maintenance 01/20	\$ 2,915.00
Republic Services # 696	002224	0696-000847577	6806 Covington Garden Dr 01/20	\$ 282.78
Republic Services # 696	002249	0696-000853331	6806 Covington Garden Dr 02/20	\$ 277.78
Rizzetta & Company, Inc.	002223	INV0000045866	District Management Fees 01/20	\$ 6,812.50
Rizzetta & Company, Inc.	002240	INV0000046414	Annual Dissemination Service 2020	\$ 5,000.00
Rizzetta Technology Services, LLC.	002241	INV0000005406	Email/Website Hosting Services 01/20	\$ 190.00
Ronald W Blue	002215	RB121619	Board of Supervisors 12/16/19	\$ 200.00
Scott Harrison	002219	SH121619	Board of Supervisors 12/16/19	\$ 200.00
Sprint	002242	536265800-119	Board Member and Staff Cell Phones 12/19	\$ 170.04
Stephen J Brown	002216	SB121619	Board of Supervisors 12/16/19	\$ 200.00
Tarlese Allen	002213	TA121619	Board of Supervisors 12/16/19	\$ 200.00
TECO	002232	211015064275-12/19	7411 Surrey Pines Dr 12/19	\$ 218.68

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	002232	211015064382-12/19	7574 Oxford Garden 12/19	\$ 46.83
TECO	002236	311000010158 12/19	Summary Bill 12/19	\$ 4,887.59
Zebra Cleaning Team, Inc.	002250	3232	Pool Cleaning 01/20	\$ 700.00
Zebra Cleaning Team, Inc.	002250	3386	Motor Repair 01/20	<u>\$ 591.06</u>
Report Total				<u>\$ 110,367.57</u>

Tab 3

**COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT
SERIES 2015 CONSTRUCTION REQUISITION RECAP
FOR BOARD APPROVAL ON FEBRUARY 24, 2020**

REQUISITION NO.	PAYEE	AMOUNT
31	Fieldstone	\$18,445.00

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

January 28, 2020

U.S. BANK NATIONAL ASSOCIATION

Covington Park, Capital Improvement Revenue Bonds Series 2015

Corporate Trust Services

Attention: Barry Knack

60 Livingston Avenue, 3rd Floor

EP-MN-WS3T

St. Paul, MN 55107

RE: **Series 2015 Construction Account**
Requisitions for Payment

Dear Trustee:

Below please find a table detailing the enclosed requisition(s) ready for payment from the District's Construction Account.

PLEASE EXPEDITE PAYMENT TO THE PAYEE(S) VIA UPS

REQUISITION NO.	PAYEE	AMOUNT
31	Fieldstone	\$18,445.00

If you have any questions regarding this request, please do not hesitate to call me at (813) 533-2950. Thank you for your prompt attention to this matter.

Sincerely,
Covington Park Community Development

Angel Montagna
Regional District Manager

COVINGTON PARK CDD

FORM OF REQUISITION FOR SERIES 2015

The undersigned, an Authorized Officer of Covington Park Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as Ultimate Successor in Trust to First Union National Bank of Florida, as trustee (the "Trustee"), dated as of December 1, 1999 (the "Master Indenture"), as amended and supplemented by the Fourth Supplemental Trust Indenture dated as of August 1, 2015 (the "Indenture"), (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

August 28, 2019

- (A) Requisition Number: 31
- (B) Name of Payee: **Fieldstone**
3400 Auburn Rd Ste 200
Auburn Hills, MI 48326
- (C) Amount Payable: **\$18,445.00**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments): **Invoice #26356 & 27216 for professional services through August 17, 2019.**
- (E) Fund or Account and subaccount, if any, from which disbursement to be made: **Series 2015 Construction Account**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, each disbursement set forth above is a proper charge against the 2015 Acquisition and Construction Account and the subaccount, if any, referenced above, each disbursement set forth above was incurred in connection with the acquisition and construction of the 2015 Project; each disbursement represents a Cost of the 2015 Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance subaccount, it is hereby represented by the undersigned that the Governing Body of the District has approved this requisition or has approved the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

Covington Park Community Development District

By: _____

Authorized Signature

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2015 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2015 Project with respect to which such disbursement is being made, and (iii) the report of the Consulting Engineer attached as an Exhibit to the Fourth Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

By: _____

Consulting Engineer

COVINGTON PARK CDD

FORM OF REQUISITION FOR SERIES 2015

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The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, each disbursement set forth above is a proper charge against the 2015 Acquisition and Construction Account and the subaccount, if any, referenced above, each disbursement set forth above was incurred in connection with the acquisition and construction of the 2015 Project; each disbursement represents a Cost of the 2015 Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

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Covington Park Community Development District

By: _____
Authorized Signature

CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE REQUESTS ONLY

If this requisition is for a disbursement from other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2015 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the 2015 Project with respect to which such disbursement is being made, and (iii) the report of the Consulting Engineer attached as an Exhibit to the Fourth Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

By: 
Consulting Engineer