



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
May 24, 2021**

**District Office:
9428 Camden Field Parkway
Riverview, FL 33578**

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
	Rick Reidt	Assistant Secretary
	Dr. Ronald Blue	Assistant Secretary
District Manager	Taylor Nielsen	Rizzetta & Company, Inc.
District Counsel	David Jackson	Persson, Cohen & Mohen
District Engineer	Richard Ellis	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.

May 17, 2021

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

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Covington Park Community Development District will be held on **Monday, May 24, 2021 at 6:00 p.m.** in person at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 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.** District Engineer
 - B.** Community Coordinator Report Tab 1
 - C.** Field Manager Report..... Tab 2
 - i.** Review of Landscape Responses USC
 - ii.** Consideration of LMP Proposals Tab 3
 - D.** Presentation of Aquatics Report..... Tab 4
 - E.** District Counsel
 - F.** District Manager
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Meeting held on April 19, 2021 Tab 5
 - B.** Consideration of Minutes of the 1st Audit Committee Meeting held on April 26, 2021 Tab 6
 - C.** Consideration of Minutes of Board of Supervisors' Meeting held on April 26, 2021 Tab 7
 - D.** Consideration of Operation & Maintenance Expenditures for April 2021 Tab 8
- 5. BUSINESS ITEMS**
 - A.** Ratification of CR 35-38 Tab 9
 - B.** Presentation of Proposed Budget for Fiscal Year 2021/2022 Tab 10
 - i.** Consideration of Resolution 2021-04, Approving Proposed Budget & Setting Public Hearing..... Tab 11
- 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,

Taylor Nielsen

District Manager

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 **Construction Project Workshop** of the Board of Supervisors of the Covington Park Community Development District was held on **Monday, April 19, 2021 at 6:04 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Present and constituting a quorum were:

Stephen Brown	Board Supervisor, Chairman
Scott Harrison	Board Supervisor, Vice Chairman
Tarlese Allen	Board Supervisor, Assistant Secretary
Rick Reidt	Board Supervisor, Assistant Secretary
Dr. Ronald Blue	Board Supervisor, Assistant Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
David Jackson	District Counsel, Straley, Robin & Vericker
Richard Ellis	District Engineer, Dewberry
Cathy Sobrito	Community Coordinator
Mike Ambriati	CMS, Representative

FIRST ORDER OF BUSINESS

Call to Order

Mr. Nielsen called the meeting to order and conducted roll call confirming a quorum for the meeting. Mr. Nielsen led those present in the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

**Discussion Regarding
Construction Project**

Mr. Nielsen opened a discussion regarding the Construction Project. There were no comments or questions from the Board.

FOURTH ORDER OF BUSINESS

**GC Selection (solicitation and
timeframe)**

Mr. Jackson opened a discussion regarding GC Selection- solicitation and timeframe. He advised the Board of the GC timeline approximation as follows: Week of May 3rd- Publish Advertisement, Week of May 17th- Mandatory Pre-Bid Meeting, Week of June 1st- Questions from bidders due, Week of June 16th- Answers for questions due, and the Week of July 9th- Bids are due.

Mr. Nielsen advised the Board that the District Manager will check with EGIS our insurer on requirements for insurance per Exhibit D.

Mr. Nielsen also advised District Management will bring Final GC Project Manual to the next meeting, provided by District counsel and District Engineer.

FIFTH ORDER OF BUSINESS

**Any Additional Cost to
Consider: items for sports
fields/courts, water features,
etc.**

Mr. Nielsen opened a discussion regarding any additional costs to consider with the Board. He advised District Management will send out an updated budget spreadsheet, after CR's are processed for the two pending payments to Fieldstone.

SIXTH ORDER OF BUSINESS

Supervisor Requests

Mr. Nielsen asked if there were any Supervisor requests. The Board members requests are as follows:

1. The Board requested District Management will provide an announcement for the Clubhouse manager to send out via MailChimp, summarizing the workshop.

SEVENTH ORDER OF BUSINESS

Adjournment

Mr. Nielsen 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 Ms. Allen, seconded by Dr. Blue, with all in favor, the Board of Supervisors adjourned the meeting at 8:40 p.m. for the Covington Park Community Development District.

Assistant Secretary

Chair / Vice Chair

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 **Audit Committee meeting** of the Board of Supervisors of the Covington Park Community Development District was held on **Monday, April 26, 2021 at 6:00 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Present and constituting a quorum were:

Stephen Brown	Board Supervisor, Chairman
Scott Harrison	Board Supervisor, Vice Chairman
Tarlese Allen	Board Supervisor, Assistant Secretary
Rick Reidt	Board Supervisor, Assistant Secretary
Dr. Ronald Blue	Board Supervisor, Assistant Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
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FIRST ORDER OF BUSINESS

Call to Order

Mr. Nielsen called the meeting to order and conducted roll call confirming a quorum for the meeting. Mr. Nielsen led those present in the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

**Presentation of Audit Proposal
Instructions**

Mr. Nielsen presented the audit proposal instructions to the Audit Committee for their consideration.

FOURTH ORDER OF BUSINESS

**Presentation of Audit
Evaluation Criteria**

Mr. Nielsen presented the audit evaluation criteria with price and without price to the Audit Committee for their consideration.

FIFTH ORDER OF BUSINESS

**Presentation of Request for
Proposals for Annual Auditing
Services**

Mr. Nielsen presented the RFP advertisement for annual auditing services to the Audit Committee for consideration, noting that proposals would then be brought before the Committee at their June meeting.

On a Motion by Mr. Reidt, seconded by Dr. Blue, with all in favor, the Audit Committee approved the Audit Evaluation Criteria with price and Request for Proposals for Annual Auditing Services, with revisions from Mr. Jackson, for the Covington Park Community Development District.

SIXTH ORDER OF BUSINESS

Adjournment

Mr. Nielsen 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 6:14 p.m. for the Covington Park Community Development District.

Assistant Secretary

Chair / Vice Chair

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 26, 2021 at 6:14 p.m.** at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572.

Present and constituting a quorum were:

Stephen Brown	Board Supervisor, Chairman
Scott Harrison	Board Supervisor, Vice Chairman
Tarlese Allen	Board Supervisor, Assistant Secretary
Rick Reidt	Board Supervisor, Assistant Secretary
Dr. Ronald Blue	Board Supervisor, Assistant Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
David Jackson	District Counsel, Straley, Robin & Vericker
Bryan Schaub	Field Services Manager, Rizzetta & Co., Inc.
Richard Ellis	District Engineer, Dewberry
Cathy Sobrito	Community Coordinator
Paula Means	Representative, LMP
Keith Remson	Representative, Remson Aquatics
Bob Schleifer	Chief Financial Officer, Rizzetta & Co., Inc.

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Nielsen called the meeting to order and conducted roll call confirming a quorum for the meeting. Mr. Nielsen led those present in the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

Audience Comments were entertained regarding a handicap entrance to the front door.

THIRD ORDER OF BUSINESS

Staff Reports

A. Community Coordinator Report

Ms. Sobrito presented her report.

Ms. Sobrito discussed the waste service bids with the Board.

On a Motion by Ms. Allen, seconded by Mr. Harrison, with all in favor, the Board of Supervisors authorized the Chairman to review the Waste Service proposals and execute a new contract on behalf of the District, for Covington Park Community Development District.

The Board requested a notice be sent to 6630 Cambridge Way, regarding their swing install on District Property.

The Board also requested a notice be sent to the community reminding them of policies regarding open fires.

B. Field Manager Report and Landscaper's Responses

Mr. Schaub presented and reviewed the Field Inspection Report and Landscape Responses.

The Board requested a follow up with LMP on their schedule of tree trimming, and performance of line trimming.

The Board requested a proposal be obtained to trim the trees overhanging the sidewalk in front of Doby Elementary, and a letter be sent to notify the school we are trimming it.

On a Motion by Mr. Harrison, seconded by Dr. Blue, with all in favor, the Board of Supervisors approved for a proposal to be obtained to trim the trees overhanging the sidewalk in front of Doby Elementary, for Covington Park Community Development District.

i. Consideration of LMP Landscape Proposals

Mr. Nielsen presented several proposals from LMP for landscape enhancements.

The Board postponed proposal 70810, capping off unused bubblers, until next budget year.

On a Motion by Mr. Harrison, seconded by Ms. Allen, with four in favor and Mr. Reidt opposed, the Board of Supervisors approved the LMP proposal #71287, to flush cut stump, for Covington Park Community Development District.

C. Aquatics Report

Mr. Remson presented the Aquatics Report. There were no comments or questions from the Board.

i. Consideration of Remson Aquatics Proposals

Mr. Nielsen presented several proposals from Remson Aquatics' for aquatic enhancements.

The Board tabled the Remson Aquatics proposal #1399, for a fountain install in Pond 30.

D. District Counsel

Mr. Jackson presented his report. There were no comments or question from the Board.

i. District Management Contract Performance Review

Mr. Jackson presented his performance review comprised of the 5 Board Members performance review submissions.

On a Motion by Dr. Blue, seconded by Mr. Reidt, with all in favor, the Board of Supervisors accepted the District Management Contract, for the Covington Park Community Development District.

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131
132
133 **ii. Update on Encroachments**
134

135 The Board approved for District Counsel to create an easement agreement
136 with the resident on Pond 20, giving us an additional 5ft on the current
137 easement to access the stormwater system. This is to be accompanied by
138 easement occupation agreements to the other 3 homes on easements
139 around this pond.
140

141
142 **iii. Update on LMP Contract Interpretation**
143

144 The Board was provided District Counsel's interpretation to the LMP
145 contract, stating that private fence line trimming is not included in the scope
146 of the contract.
147

148
149 **E. District Engineer**
150

151 Mr. Ellis presented the District Engineer report. There we no comments or
152 questions from the Board.
153

154 **i. Presentation of GC Solicitation Package**
155

On a Motion by Dr. Blue, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the GC Solicitation Package for distribution, beginning May 3, 2021, for the Covington Park Community Development District.

156
157
158 **F. District Manager**
159

160 Mr. Nielsen noted that the next meeting will be the Budget Workshop held on
161 May 4, 2021 at 6:00 p.m.
162

163 Mr. Nielsen informed the Board of the Current Financial Statements.
164

165 The Board requested a copy of the Proposed Budget prior to the Budget
166 Workshop May 4th.
167

168 Mr. Nielsen presented the Accurate Drilling Proposals to the Board.
169

On a Motion by Dr. Blue, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved Accurate Drilling Proposals Q743, Q745 and Q746, for the Covington Park Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' Meeting
held on March 22, 2021**

Mr. Nielsen presented the March 22, 2021 Board of Supervisors' Meeting Minutes to the Board.

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the Minutes of Board of Supervisors' Meeting held on March 22, 2021, for the Covington Park Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures
from March 2021**

Mr. Nielsen presented the Operation and Maintenance Expenditures for March 2021 to the Board.

On a Motion by Mr. Harrison, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures from March 2021 for the amount of (\$77,446.26), for the Covington Park Community Development District.

SIXTH ORDER OF BUSINESS

**Acceptance of the FY 19-20
Audit Financial Report**

Mr. Nielsen presented FY 19-20 Audit Financial Report to the Board.

On a Motion by Mr. Reidt, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the FY 19-20 Audit Financial Report, for the Covington Park Community Development District.

SEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Nielsen asked if there were any Supervisor requests. The Board members requests are as follows:

1. The Board requested proposals for other ADA website vendors.

EIGHTH ORDER OF BUSINESS

Adjournment

Mr. Nielsen 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 9:17 p.m. for the Covington Park Community Development District.

Assistant Secretary

Chair / Vice Chair

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

April 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2021 through April 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$79,311.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary
Fios Internet 04/21

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
A Bales Security Agency, Inc.	002769	37754	Security Patrol 03/14/21-03/27/21	\$ 825.00
A Bales Security Agency, Inc.	002785	37770	Security Patrol 03/28/21-04/4/2021	\$ 825.00
Access Residential Management LLC	002776	CPCDD-2021-4F	Management Fee 04/21	\$ 1,400.00
Access Residential Management LLC	002776	CPCDD-2021-4P	Payroll 04/21	\$ 12,605.04
Accurate Drilling Solutions, LLC	002786	12354	Well Inspection 04/21	\$ 770.00
BOCC	002784	3434800000 03/21	7036 Monarch Park Drive 03/21	\$ 38.23
BOCC	20210430-1	3434800000 ACH	7036 Monarch Park Drive ACH	\$ 47.13
BOCC	002784	8825800000 03/21	7734 Covington Stone Avenue 03/21	\$ 14.45
BOCC	20210430-1	8825800000 ACH	7734 Covington Stone Avenue ACH	\$ 14.45
BOCC	002777	Water Summary 03/21	BOCC Water Bill Summary - 03/21	\$ 368.85
Covington Park CDD Debit Card	CD0916	CD0916	Debit Card Replenishment	\$ 425.29
Dewberry Engineers Inc	002787	1948098	Engineer Services 04/21	\$ 1,057.50
Digicom	002788	65374	Alarm Monitoring 04/01/2021-06/30/2021	\$ 135.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Revenue	002778	Sales Tax 03/21	Sales Tax 03/31	\$ 23.48
Frontier Florida LLC	20210430-2	112515-5 03/21	Fios Internet 03/21	\$ 150.64
Frontier Florida LLC	20210430-2	112515-5 04/21	Fios Internet 04/21	\$ 170.96
Frontier Florida LLC	20210430-2	121515-5 04/21	Fios Internet 04/21	\$ 162.24
Landscape Maintenance Professionals, Inc.	002799	159037	Landscape Maintenance 04/21	\$ 12,389.50
Landscape Maintenance Professionals, Inc.	002770	159224	Irrigation Repairs 03/21	\$ 408.00
Landscape Maintenance Professionals, Inc.	002770	159298	Mulch - 03/21	\$ 7,799.22
Landscape Maintenance Professionals, Inc.	002770	159339	Irrigation Repairs 03/21	\$ 2,240.00
Landscape Maintenance Professionals, Inc.	002779	159369	Fertilizer 03/21	\$ 2,760.00
Landscape Maintenance Professionals, Inc.	002779	159370	Pest Control 03/21	\$ 405.00
Landscape Maintenance Professionals, Inc.	002789	159563	Mulch - 04/21	\$ 7,801.56
Lenox Millennial Cleaning, LLC	002771	10148	Clubhouse Cleaning 04/21	\$ 425.00
Mobile Helpdesk, Inc. dba MHD Communications	002772	22570	Service Call 03/21	\$ 596.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Mobile Helpdesk, Inc. dba MHD Communications	002772	22624	Computer Service 03/21	\$ 101.25
Mobile Helpdesk, Inc. dba MHD Communications	002780	22711	Service Call 03/21	\$ 67.50
Mobile Helpdesk, Inc. dba MHD Communications	002790	22729	Service Call 04/21	\$ 67.50
Mobile Helpdesk, Inc. dba MHD Communications	002800	22746	Service Call 04/21	\$ 236.25
Office Depot Credit Plan	002791	6415 03/21	Clubhouse Office/Janitor Supplies 03/21	\$ 137.98
Persson, Cohen & Mooney, P.A.	002781	275	Legal Services 03/21	\$ 2,935.50
Redwire, LLC	002792	276314	CCTV Maintenance 03/21	\$ 55.00
Redwire, LLC	002773	280776	CCTV Maintenace 04/21	\$ 55.00
Redwire, LLC	002773	281137	Trip Charge 03/21	\$ 59.00
Redwire, LLC	002792	281296	CCTV Digital Surveillance 04/21	\$ 160.17
Redwire, LLC	002792	281700	Finance charges 04/21	\$ 0.83
Remson Aquatics, LLC	002783	113202	Brazilian Pepper Plant Removal 12/20	\$ 4,480.00
Remson Aquatics, LLC	002801	113602	Lake Maintenance 04/21	\$ 2,105.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Republic Services # 696	20210430-3	0696-000939087	6806 Covington Garden Dr 04/31	\$ 541.68
Rick L. Reidt	002803	RR 041921	Board of Supervisors 04/19/21	\$ 200.00
Rizzetta & Company, Inc.	002782	INV000007611	District Management Fees 04/21	\$ 5,650.00
Rizzetta Technology Services, LLC.	002774	INV0000007405	Email/Website Hosting Services 04/21	\$ 190.00
Ronald W Blue	002796	DRB041921	Board of Supervisors 04/19/21	\$ 200.00
Scott Harrison	002798	SH041921	Board of Supervisors 04/19/21	\$ 200.00
Stephen J Brown	002797	SB041921	Board of Supervisors 04/19/21	\$ 200.00
Sun Plumbing & Septic Service	002775	WO-1147	Plumbing Service 02/21	\$ 1,048.00
Tarlese Allen	002795	TA041921	Board of Supervisors 04/19/21	\$ 200.00
TECO	20210430-4	211015064275 03/21	7411 Surrey Pines Dr 03/21	\$ 227.58
TECO	20210430-4	211015064382 03/21	7574 Oxford Garden 03/21	\$ 52.07
TECO	20210430-4	311000010158 03/21	Summary Bill 03/21	\$ 4,924.89
Zebra Cleaning Team, Inc.	002802	4366	Pool Cleaning 04/21	\$ 834.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Zebra Cleaning Team, Inc.	002802	4368	Chlorine Chemical Pump 04/21	\$ 450.00
Zebra Cleaning Team, Inc.	002802	4394	Pool Repairs 04/21	<u>\$ 74.72</u>
Report Total				<u>\$ 79,311.46</u>



Rizzetta & Company

Covington Park Community Development District

CovingtonParkCDD.com

Proposed Budget for Fiscal Year 2021-2022

Presented by: Rizzetta & Company, Inc.

12750 Citrus Park Lane
Suite 115
Tampa, Florida 33625
Phone: 813-994-1001

rizzetta.com

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to day operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

RESERVE FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

DEBT SERVICE FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Proposed Budget
Covington Park Community Development District
General Fund
Fiscal Year 2021/2022

	Chart of Accounts Classification	Actual YTD through 03/31/21	Projected Annual Totals	Annual Budget for 2020/2021	Projected Budget variance for	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
1								
2	REVENUES							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 33	\$ 66	\$ -	\$ 66	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 844,055	\$ 844,055	\$ 836,727	\$ 7,328	\$ 836,727	\$ -	
8	Other Miscellaneous Revenues							
9	Pool Access Revenue	\$ 489	\$ 978	\$ -	\$ 978	\$ -	\$ -	
10	Miscellaneous Revenues	\$ 1,198	\$ 2,396	\$ -	\$ 2,396	\$ -	\$ -	UPS rental space
11	Facilities Rentals	\$ 318	\$ 636	\$ -	\$ 636	\$ -	\$ -	
12								
13	TOTAL REVENUES	\$ 846,093	\$ 848,131	\$ 836,727	\$ 11,404	\$ 836,727	\$ -	
14								
15	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
16								
17	TOTAL REVENUES AND BALANCE FORWARD	\$ 846,093	\$ 848,131	\$ 836,727	\$ 11,404	\$ 836,727	\$ -	
18								
19	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.							
20								
21	EXPENDITURES - ADMINISTRATIVE							
22								
23	Legislative							
24	Supervisor Fees	\$ 7,000	\$ 14,000	\$ 18,000	\$ 4,000	\$ 16,000	\$ (2,000)	12 monthly meetings + 4 workshops
25	Financial & Administrative							
26	Administrative Services	\$ 2,812	\$ 5,624	\$ 5,375	\$ (249)	\$ 5,709	\$ 334	renewal contract price
27	District Management	\$ 17,675	\$ 35,350	\$ 33,792	\$ (1,558)	\$ 35,893	\$ 2,101	renewal contract price
28	District Engineer	\$ 11,330	\$ 22,660	\$ 25,000	\$ 2,340	\$ 8,200	\$ (16,800)	
29	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
30	Trustees Fees	\$ 6,510	\$ 6,510	\$ 6,510	\$ -	\$ 6,510	\$ -	
31	Assessment Roll	\$ 5,250	\$ 5,250	\$ 5,000	\$ (250)	\$ 5,000	\$ -	renewal contract price
32	Financial & Revenue Collections	\$ 2,008	\$ 4,016	\$ 3,708	\$ (308)	\$ 3,740	\$ 32	renewal contract price
33	Accounting Services	\$ 10,174	\$ 20,348	\$ 19,450	\$ (898)	\$ 20,658	\$ 1,208	renewal contract price
34	Auditing Services	\$ 5,052	\$ 5,052	\$ 5,000	\$ (52)	\$ 5,000	\$ -	new proposal needed
35	Arbitrage Rebate Calculation	\$ 500	\$ 500	\$ 500	\$ -	\$ 500	\$ -	LLS tax sol.
36	Public Officials Liability Insurance	\$ 2,960	\$ 2,960	\$ 3,101	\$ 141	\$ 3,256	\$ 155	EGIS proposal for 21-22
37	Legal Advertising	\$ 1,326	\$ 2,652	\$ 1,500	\$ (1,152)	\$ 1,500	\$ -	
38	Bank Fees	\$ 227	\$ 454	\$ 500	\$ 46	\$ 500	\$ -	
39	Dues, Licenses & Fees	\$ 2,418	\$ 2,418	\$ 2,500	\$ 82	\$ 2,500	\$ -	
40	Technology Services Contract	\$ 1,140	\$ 2,280	\$ 2,280	\$ -	\$ 2,280	\$ -	RTS contract
41	Website ADA Contract	\$ 1,538	\$ 1,538	\$ 1,538	\$ -	\$ 1,538	\$ -	Innersync
42	Legal Counsel							
43	District Counsel	\$ 6,750	\$ 13,500	\$ 5,000	\$ (8,500)	\$ 8,000	\$ 3,000	need to increase
44								
45	Administrative Subtotal	\$ 89,670	\$ 150,112	\$ 143,754	\$ (6,358)	\$ 131,784	\$ (11,970)	
46								
47	EXPENDITURES - FIELD OPERATIONS							
48								
49	Law Enforcement							
50	Deputy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
51	Security Operations							
52	Security Services and Patrols Contract	\$ 10,725	\$ 19,800	\$ 19,800	\$ -	\$ 19,800	\$ -	Bales hourly contract
53	Additional Security	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	
54	Electric Utility Services							
55	Utility Services	\$ 23,733	\$ 47,466	\$ 50,000	\$ 2,534	\$ 50,000	\$ -	
56	Street Lights	\$ 3,603	\$ 7,206	\$ 6,500	\$ (706)	\$ 7,500	\$ 1,000	
57	Utility - Recreation Facilities	\$ 2,147	\$ 4,294	\$ 10,000	\$ 5,706	\$ 7,000	\$ (3,000)	\$5132 last FY
58	Garbage/Solid Waste Control Services							
59	Garbage - Recreation Facility	\$ 2,562	\$ 5,124	\$ 1,800	\$ (3,324)	\$ 4,000	\$ 2,200	signing new vendor
60	Water-Sewer Combination Services							
61	Utility Services	\$ 2,260	\$ 4,520	\$ 6,500	\$ 1,980	\$ 6,500	\$ -	
62	Stormwater Control							
63	Aquatic Maintenance Contract	\$ 12,630	\$ 25,260	\$ 25,260	\$ -	\$ 25,260	\$ -	Remson maintenance contract
64	Aquatic Services Outside of Contract	\$ 29,141	\$ 58,282	\$ 13,514	\$ (44,768)	\$ 30,000	\$ 16,486	need to increase
65	Fountain/Aeration Repairs and Additions	\$ 24,371	\$ 48,742	\$ -	\$ (48,742)	\$ 15,000	\$ 15,000	need to increase
66	Brazilian Pepper Removal	\$ 16,235	\$ 32,470	\$ 10,000	\$ (22,470)	\$ 15,000	\$ 5,000	need to increase
67	Other Physical Environment							
68	General Liability Insurance	\$ 4,133	\$ 4,133	\$ 4,228	\$ 95	\$ 4,441	\$ 213	EGIS proposal for 21-22
69	Property Insurance	\$ 9,774	\$ 9,869	\$ 9,869	\$ -	\$ 10,857	\$ 988	EGIS proposal for 21-22
70	Entry & Walls Maintenance	\$ 1,170	\$ 2,340	\$ 1,500	\$ (840)	\$ 1,500	\$ -	
71	Landscape Maintenance Service Contract	\$ 77,772	\$ 148,674	\$ 148,674	\$ -	\$ 148,674	\$ -	LMP contract amt
72	Ornamental Lighting & Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 1,500	\$ (1,000)	Spent less than 1k last FY, none this year
73	Well & Pump Maintenance Contract	\$ -	\$ -	\$ 1,540	\$ 1,540	\$ 1,540	\$ -	Accurate Drilling contract
74	Well & Pump	\$ 12,795	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	abandon a well this year
75	Clock Tower Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
76	Landscape Fertilizer	\$ 11,107	\$ 22,214	\$ 26,726	\$ 4,512	\$ 26,726	\$ -	LMP contract amt
77	Tree Trimming Services Outside Landscape	\$ 4,125	\$ 8,250	\$ 3,000	\$ (5,250)	\$ 5,000	\$ 2,000	outside contract

Proposed Budget
Covington Park Community Development District
General Fund
Fiscal Year 2021/2022

	Chart of Accounts Classification	Actual YTD through 03/31/21	Projected Annual Totals	Annual Budget for 2020/2021	Projected Budget variance for	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
78	Holiday Decorations	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	
79	Irrigation Repairs	\$ 4,043	\$ 8,086	\$ 6,500	\$ (1,586)	\$ 6,500	\$ -	
80	Landscape - Mulch	\$ 15,813	\$ 31,626	\$ 39,000	\$ 7,374	\$ 18,000	\$ (21,000)	LMP contract amt \$45k
81	Landscape Replacement Plants, Shrubs, Trees	\$ 9,760	\$ 19,520	\$ 35,000	\$ 15,480	\$ 20,000	\$ (15,000)	
82	Annuals	\$ 5,262	\$ 10,524	\$ 16,200	\$ 5,676	\$ 10,000	\$ (6,200)	decreased annual beds
83	Field Services	\$ 3,900	\$ 7,800	\$ 7,800	\$ -	\$ 7,800	\$ -	Field Services Contract
84	Parks & Recreation							
85	Employee - Salaries	\$ 69,277	\$ 138,554	\$ 120,000	\$ (18,554)	\$ 120,000	\$ -	
86	Employee - P/R Taxes	\$ 5,038	\$ 10,076	\$ 12,000	\$ 1,924	\$ 12,000	\$ -	
87	Employee - Workers Comp	\$ 1,125	\$ 2,250	\$ 5,000	\$ 2,750	\$ 3,000	\$ (2,000)	
88	Employee - ADP Fees	\$ 890	\$ 1,780	\$ 2,500	\$ 720	\$ 2,500	\$ -	
89	Employee - Health	\$ 3,147	\$ 6,294	\$ 12,500	\$ 6,206	\$ 8,500	\$ (4,000)	spent \$7,245 last FY
90	Management Contract	\$ 8,400	\$ 16,800	\$ 16,800	\$ -	\$ 16,800	\$ -	Access Contract
91	Pool Permits	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
92	Maintenance & Repair	\$ 13,817	\$ 27,634	\$ 15,000	\$ (12,634)	\$ 15,000	\$ -	
93	Power Washing	\$ 21,205	\$ 21,205	\$ 5,000	\$ (16,205)	\$ 12,500	\$ 7,500	
94	Vehicle Maintenance	\$ 10	\$ 20	\$ 1,000	\$ 980	\$ 1,000	\$ -	
95	Computer Support, Maintenance & Repair	\$ 3,429	\$ 6,858	\$ 750	\$ (6,108)	\$ 2,000	\$ 1,250	
96	Fitness Equipment Service Contract	\$ -	\$ -	\$ 660	\$ 660	\$ 660	\$ -	Beyond Fitness contract
97	Fitness Equipment Repairs/Replacement	\$ 2,183	\$ 4,366	\$ 1,000	\$ (3,366)	\$ 5,000	\$ 4,000	need to increase
98	Janitorial Service Contract	\$ 2,125	\$ 4,250	\$ 5,100	\$ 850	\$ 5,100	\$ -	Lenox contract
99	Pool Service Contract	\$ 4,602	\$ 9,204	\$ 9,906	\$ 702	\$ 9,906	\$ -	Zebra contract
100	Pool Repairs	\$ 16,311	\$ 32,622	\$ 5,000	\$ (27,622)	\$ 5,000	\$ -	
101	Alarm Monitoring Contract	\$ 270	\$ 540	\$ 2,160	\$ 1,620	\$ 540	\$ (1,620)	Digicom contract \$540/yr
102	Surveillance System Service Contract	\$ 420	\$ 840	\$ 2,520	\$ 1,680	\$ 2,520	\$ -	Redwire contract \$2520/yr
103	Surveillance System Repairs/Additions	\$ 10,140	\$ 10,140	\$ -	\$ (10,140)	\$ -	\$ -	one time cost of install
104	HVAC Maintenance Contract	\$ 2,202	\$ 4,404	\$ 4,404	\$ -	\$ 4,404	\$ -	ABM contract
105	Staff Mobile Phone Contract	\$ 485	\$ 970	\$ 1,938	\$ 968	\$ 1,081	\$ (857)	removed one phone - sprint \$1081/yr
106	Telephone Fax, Internet	\$ 1,984	\$ 3,968	\$ 4,880	\$ 912	\$ 3,800	\$ (1,080)	frontier
107	Terminix Contract	\$ 204	\$ 408	\$ 736	\$ 328	\$ 736	\$ -	Terminix contract
108	Office Supplies	\$ 1,277	\$ 2,554	\$ 5,000	\$ 2,446	\$ 2,500	\$ (2,500)	
109	Furniture Repair/Replacement	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 500	\$ (1,000)	
110	Athletic/Park Court/Field Repairs	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ (1,500)	
111	Wildlife Management Services	\$ 204	\$ 408	\$ 1,000	\$ 592	\$ 1,000	\$ -	
112	Contingency							
113	Miscellaneous Contingency	\$ 515	\$ 1,030	\$ 4,708	\$ 3,678	\$ 11,798	\$ 7,090	
114								
115	Field Operations Subtotal	\$ 456,321	\$ 833,375	\$ 692,973	\$ (140,402)	\$ 704,943	\$ 11,970	
116								
117	TOTAL EXPENDITURES	\$ 545,991	\$ 983,487	\$ 836,727	\$ (146,760)	\$ 836,727	\$ -	
118								
119	EXCESS OF REVENUES OVER	\$ 300,102	\$ (135,356)	\$ -	\$ (135,356)	\$ -	\$ -	
120								

Budget Template
Covington Park Community Development District
Debt Service
Fiscal Year 2021/2022

Chart of Accounts Classification	Series 2015A-1	Series 2015A-2	Series 2018	Budget for 2021/2022
REVENUES				
Special Assessments				
Net Special Assessments ⁽¹⁾	\$ 160,413.35	\$ 343,111.85	\$ 144,921.08	\$ 648,446.28
TOTAL REVENUES	\$ 160,413.35	\$ 343,111.85	\$ 144,921.08	\$ 648,446.28
EXPENDITURES				
Administrative				
Financial & Administrative				
Debt Service Obligation	\$ 160,413.35	\$ 343,111.85	\$ 144,921.08	\$ 648,446.28
Administrative Subtotal	\$ 160,413.35	\$ 343,111.85	\$ 144,921.08	\$ 648,446.28
TOTAL EXPENDITURES	\$ 160,413.35	\$ 343,111.85	\$ 144,921.08	\$ 648,446.28
EXCESS OF REVENUES OVER EXPENDITURES	0	0	0	0

Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):

6.0%

Gross assessments

\$

689,249.87

Notes:

⁽¹⁾ Tax Roll Collection Costs and Early Payment Discount are 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

Covington Park Community Development District

FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2021/2022 O&M Budget		\$898,727.00
Collection Cost	2%	\$19,121.85
Early Payment Discount	4%	\$38,243.70
2021/2022 Total:		<u><u>\$956,092.55</u></u>

2020/2021 O&M Budget	\$898,727.00
2021/2022 O&M Budget	\$898,727.00
Total Difference:	<u><u>\$0.00</u></u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2020/2021	2021/2022	\$	%
Series 2015A-1 Debt Service - SF 35' (2004)	\$362.16	\$362.16	\$0.00	0.00%
Series 2018 Debt Service - SF 35' ⁽⁴⁾	\$103.96	\$103.96	\$0.00	0.00%
Operations/Maintenance - SF 35'	\$645.24	\$645.24	\$0.00	0.00%
Total	\$1,111.36	\$1,111.36	\$0.00	0.00%
Series 2015A-1 Debt Service - SF 35' (2004 prepaid) ⁽¹⁾	\$66.83	\$66.83	\$0.00	0.00%
Series 2018 Debt Service - SF 35' ⁽⁴⁾	\$103.96	\$103.96	\$0.00	0.00%
Operations/Maintenance - SF 35'	\$645.24	\$645.24	\$0.00	0.00%
Total	\$816.03	\$816.03	\$0.00	0.00%
Series 2015A-1 Debt Service - SF 55' (2004)	\$485.30	\$485.30	\$0.00	0.00%
Series 2018 Debt Service - SF 55' ⁽⁴⁾	\$139.30	\$139.30	\$0.00	0.00%
Operations/Maintenance - SF 55'	\$864.62	\$864.62	\$0.00	0.00%
Total	\$1,489.22	\$1,489.22	\$0.00	0.00%
Series 2015A-1 Debt Service - SF 60' (2004)	\$521.51	\$521.51	\$0.00	0.00%
Series 2018 Debt Service - SF 60' ⁽⁴⁾	\$149.70	\$149.70	\$0.00	0.00%
Operations/Maintenance - SF 60'	\$929.15	\$929.15	\$0.00	0.00%
Total	\$1,600.36	\$1,600.36	\$0.00	0.00%
Series 2015A-1 Debt Service - SF 70' (2004)	\$601.19	\$601.19	\$0.00	0.00%
Series 2018 Debt Service - SF 70' ⁽⁴⁾	\$172.57	\$172.57	\$0.00	0.00%
Operations/Maintenance - SF 70'	\$1,071.10	\$1,071.10	\$0.00	0.00%
Total	\$1,844.86	\$1,844.86	\$0.00	0.00%
Series 2015A-2 Debt Service - SF 40' (2005)	\$362.46	\$362.46	\$0.00	0.00%
Series 2018 Debt Service - SF 40' ⁽⁴⁾	\$103.96	\$103.96	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$645.24	\$645.24	\$0.00	0.00%
Total	\$1,111.66	\$1,111.66	\$0.00	0.00%
Series 2015A-2 Debt Service - SF 40' (2005 prepaid) ⁽²⁾	\$30.69	\$30.69	\$0.00	0.00%
Series 2018 Debt Service - SF 40' ⁽⁴⁾	\$103.96	\$103.96	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$645.24	\$645.24	\$0.00	0.00%
Total	\$779.89	\$779.89	\$0.00	0.00%
Debt Service - SF 50' (2005)	\$486.86	\$486.86	\$0.00	0.00%
Series 2018 Debt Service - SF 50' ⁽⁴⁾	\$139.30	\$139.30	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$864.62	\$864.62	\$0.00	0.00%
Total	\$1,490.78	\$1,490.78	\$0.00	0.00%
Series 2015A-2 Debt Service - SF 50' (2005 prepaid) ⁽²⁾	\$39.56	\$39.56	\$0.00	0.00%
Series 2018 Debt Service - SF 50' ⁽⁴⁾	\$139.30	\$139.30	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$864.62	\$864.62	\$0.00	0.00%
Total	\$1,043.48	\$1,043.48	\$0.00	0.00%
Series 2015A-2 Debt Service - SF 50' ((2005 (1999 prepaid)) ⁽³⁾	\$105.76	\$105.76	\$0.00	0.00%
Series 2018 Debt Service - SF 50' ⁽⁴⁾	\$139.30	\$139.30	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$864.62	\$864.62	\$0.00	0.00%
Total	\$1,109.68	\$1,109.68	\$0.00	0.00%
Series 2015A-2 Debt Service - SF 60' (2005)	\$523.11	\$523.11	\$0.00	0.00%

Covington Park Community Development District

FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2021/2022 O&M Budget		\$898,727.00
Collection Cost	2%	\$19,121.85
Early Payment Discount	4%	\$38,243.70
2021/2022 Total:		<u><u>\$956,092.55</u></u>

2020/2021 O&M Budget		\$898,727.00
2021/2022 O&M Budget		\$898,727.00
Total Difference:		<u><u>\$0.00</u></u>

	<u>PER UNIT ANNUAL ASSESSMENT</u>		<u>Proposed Increase / Decrease</u>	
	<u>2020/2021</u>	<u>2021/2022</u>	<u>\$</u>	<u>%</u>
Series 2018 Debt Service - SF 60' ⁽⁴⁾	\$149.70	\$149.70	\$0.00	0.00%
Operations/Maintenance - SF 60'	\$929.15	\$929.15	\$0.00	0.00%
Total	\$1,601.96	\$1,601.96	\$0.00	0.00%
<hr/>				
Series 2015A-2 Debt Service - SF 70' (2005)	\$600.51	\$600.51	\$0.00	0.00%
Series 2018 Debt Service - SF 70' ⁽⁴⁾	\$172.57	\$172.57	\$0.00	0.00%
Operations/Maintenance - SF 70'	\$1,071.10	\$1,071.10	\$0.00	0.00%
Total	\$1,844.18	\$1,844.18	\$0.00	0.00%

⁽¹⁾ Previous Series 2004 principal prepaid.

⁽²⁾ Previous Series 2005 principal prepaid.

⁽³⁾ Series 1999 principal prepaid prior to issuance of previous Series 2005.

⁽⁴⁾ Series 2018 Bonds

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021 / 2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$898,727.00
COLLECTION COST	2.0%	\$19,121.85
EARLY PAYMENT DISCOUNT	4.0%	\$38,243.70
TOTAL O&M ASSESSMENT		<u>\$956,092.55</u>

UNITS ASSESSED					ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT				
LOT SIZE	O&M	2015A-1 ^{(1) (3)} DEBT SERVICE	2015A-2 ^{(2) (3)} DEBT SERVICE	2018 ^{(2) (3)} DEBT SERVICE	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M	2015A-1 SERVICE ⁽⁴⁾	2015A-2 DEBT SERVICE ⁽⁴⁾	2018 DEBT SERVICE ⁽⁴⁾	TOTAL ⁽⁵⁾
SF 35' (2004)	169	169		169	1.00	169.00	11.41%	\$109,045.76	\$645.24	\$362.16		\$103.96	\$1,111.36
SF 35' (2004 Prepaid)	1	1		1	1.00	1.00	0.07%	\$645.24	\$645.24	\$66.83		\$103.96	\$816.03
SF 55' (2004)	101	101		101	1.34	135.34	9.13%	\$87,326.94	\$864.62	\$485.30		\$139.30	\$1,489.22
SF 60' (2004)	44	44		44	1.44	63.36	4.28%	\$40,882.48	\$929.15	\$521.51		\$149.70	\$1,600.36
SF 70' (2004)	62	62		62	1.66	102.92	6.95%	\$66,408.22	\$1,071.10	\$601.19		\$172.57	\$1,844.86
SF 40' (2005)	326		326	326	1.00	326.00	22.00%	\$210,348.62	\$645.24		\$362.46	\$103.96	\$1,111.66
SF 40' (2005 Prepaid)	3		3	3	1.00	3.00	0.20%	\$1,935.72	\$645.24		\$30.69	\$103.96	\$779.89
SF 50' (2005)	319		319	319	1.34	427.46	28.85%	\$275,814.79	\$864.62		\$486.86	\$139.30	\$1,490.78
SF 50' (2005 Prepaid)	1		1	1	1.34	1.34	0.09%	\$864.62	\$864.62		\$39.56	\$139.30	\$1,043.48
SF 50' (2005 - 1999 Prepaid)	1		1	1	1.34	1.34	0.09%	\$864.62	\$864.62		\$105.76	\$139.30	\$1,109.68
SF 60' (2005)	89		89	89	1.44	128.16	8.65%	\$82,694.11	\$929.15		\$523.11	\$149.70	\$1,601.96
SF 70' (2005)	74		74	74	1.66	122.84	8.29%	\$79,261.43	\$1,071.10		\$600.51	\$172.57	\$1,844.18
	<u>1190</u>	<u>377</u>	<u>813</u>	<u>1190</u>		<u>1481.76</u>	<u>100.00%</u>	<u>\$956,092.55</u>					
LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%)								<u>(\$57,365.55)</u>					
Net Revenue to be Collected								<u>\$898,727.00</u>					

(1) Reflects one (1) Series 2004A prepayment.

(2) Reflects one (1) partial Series 2005 prepayment, and four (4) Series 2005 prepayments.

(3) Reflects the number of total lots with Series 2015A-1, 2015A-2 & 2018 debt outstanding.

(4) Annual debt service assessment per lot adopted in connection with the Series 2015A-1 , Series 2015A-2 and Series 2018 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs and early payment discounts.

(5) Annual assessment that will appear on November 2021 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

RESOLUTION 2021-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET FOR FISCAL YEAR 2021/2022 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (the “**Board**”) of the Covington Park Community Development District (the “**District**”) prior to June 15, 2021, proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021, and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 23, 2021

HOOR: 6:00 p.m.

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

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least sixty (60) days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2 of this Resolution and shall remain on the District’s website for at least forty-five (45) days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed pursuant to Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 24th DAY OF MAY, 2021.

ATTEST:

**COVINGTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Approved Proposed Budget for Fiscal Year 2021/2022

Exhibit A:

Approved Proposed Budget for Fiscal Year 2021/2022