



Rizzetta & Company

# **Covington Park Community Development District**

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**Board of Supervisors' Meeting  
February 28, 2022**

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

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

## **COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT**

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

|                             |                 |   |
|-----------------------------|-----------------|---|
| <b>Board of Supervisors</b> | Stephen Brown   | Chairman  |
|                             | Scott Harrison  | Vice Chairman                                     |
|                             | Tarlese Allen   | Assistant Secretary                               |
|                             | Rick Reidt      | Assistant Secretary                               |
|                             | Dr. Ronald Blue | Assistant Secretary                               |
| <b>District Manager</b>     | Taylor Nielsen  | Rizzetta & Company, Inc.                          |
| <b>District Counsel</b>     | David Jackson   | Persson, Cohen, Mooney, Fernandez & Jackson, P.A. |
| <b>District Engineer</b>    | 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.

February 25, 2022

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

**REVISED AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Covington Park Community Development District will be held on **Monday, February 28, 2022 at 6:00 p.m.** in person at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578. 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.** Community Coordinator Report ..... Tab 1
  - B.** District Engineer
    1. Consideration of Dewberry Revised Work Authorization..... Tab 2
  - C.** District Counsel
  - D.** District Manager
    1. Review of District Manager Report ..... Tab 3
  - E.** Presentation of Aquatics Report..... Tab 4
  - F.** Field Manager Report and Landscaper's Responses..... Tab 5
    1. Consideration of LMP Proposal ..... Tab 6
  - G.** Consideration of SYTE Proposal ..... Tab 7
- 4. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of Board of Supervisors' Meeting held on January 24, 2022 ..... Tab 8
  - B.** Consideration of Operation & Maintenance Expenditures for January 2022..... Tab 9
- 5. BUSINESS ITEMS**
  - A.** Consideration of FitRev Equipment Proposal ..... Tab 10
  - B.** Consideration of E&L Construction Change Order Request... Tab 11
  - C.** Discussion of Potential Bond Refunding of Series 2015 Bonds.....Tab 12
- 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 regular meeting of the Board of Supervisors of the Covington Park Community Development District was held on **Monday, January 24, 2022 at 6:03 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   | <b>Board Supervisor, Chairman (via phone)</b> |
| Scott Harrison  | <b>Board Supervisor, Vice Chairman</b>        |
| Tarlese Allen   | <b>Board Supervisor, Assistant Secretary</b>  |
| Rick Reidt      | <b>Board Supervisor, Assistant Secretary</b>  |
| Dr. Ronald Blue | <b>Board Supervisor, Assistant Secretary</b>  |

Also present were:

|                |  |
|----------------|--|
| Taylor Nielsen | <b>District Manager, Rizzetta &amp; Co., Inc.</b>                        |
| David Jackson  | <b>District Counsel, Persson, Cohen, Mooney, Fernandez &amp; Jackson</b> |
| Bryan Schaub   | <b>Field Services Manager, Rizzetta &amp; Co., Inc. (by phone)</b>       |
| Richard Ellis  | <b>District Engineer, Dewberry</b>                                       |
| Cathy Sobrito  | <b>Community Coordinator</b>   |
| Paula Means    | <b>Representative, LMP</b>   |
| Bill Johnson   | <b>District Financials Manager, Rizzetta &amp; Co., Inc.</b>             |
| Sara Zare      | <b>Representative, MBS (by phone)</b>                                    |
| Mike Ambriati  | <b>District Engineer, Dewberry</b>                                       |

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**

The Board heard audience comments regarding hog damages located at 7718 and 7720 Nottingham Sky Dr., Pond 12 fountain, and fence line trimming completion.

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved for Stephen Brown to participate in the meeting via phone, for Covington Park Community Development District.

**THIRD ORDER OF BUSINESS**

**Consideration of MBS Capital's  
Agreement for Underwriting Services**

Ms. Zare presented the MBS Capital Agreement for Underwriting Services to the Board.

On a Motion by Mr. Harrison, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the Engagement Letter from MBS Capital for Underwriting Services, for Covington Park Community Development District.

On a Motion by Mr. Harrison, seconded by Mr. Reidt, with all in favor, the Board of Supervisors authorized MBS Capital to seek out term sheets on the Series 2015 A and B refinance options, for Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Community Coordinator Report**

Ms. Sobrito presented her report to the Board. There were no comments or questions from the Board.

**B. District Engineer**

Mr. Ellis and Mr. Ambriati presented his Engineer Report and provided an update on the construction project.

The Board instructed District Staff to obtain a Change Order from E&L Construction regarding the delay of project and updating the current project schedules. This is to be presented to the Project Manager, District Engineer and Board Supervisor Harrison for approval.

**C. District Counsel**

Mr. Jackson presented his report to the Board.

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the notice of name change, presented by Persson, Cohen, Mooney, Fernandez and Jackson, P.A., for Covington Park Community Development District.

**D. District Manager**

Mr. Nielsen noted that the next meeting will be held on February 28, 2022 at 6:00 p.m.

The Board denied issuing the HOA additional keys to the Clubhouse Facility, as denied use of the facility for meetings during the time in which the facility is under construction. The Board requested the District Manager ask Waterset if they would allow the CDD and/or the HOA to use their facilities during this timeframe.

The Board requested additional information regarding the specifics of "Casino Night", which the HOA has requested the District approve to be conducted on CDD property.

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved to engage services with Bad Boar Trapping and Outfitters, LLC., for a two-month period of service at a Not To Exceed cost of \$1,000/month., for Covington Park Community Development District.

**E. Aquatics Report**

Mr. Nielsen presented the Aquatics Report to the Board.

The Board directed the District Manager to instruct the homeowners at 7301 and 7302 Carrington Oaks Lane to relocate their fences back from the easement property line 5 feet on each side, creating a 10-foot easement. This is to be confirmed with Remson first that 10 feet is enough space for him to get any necessary equipment through, and then accompanied with an easement agreement from District Counsel.

The Board requested that Remson Aquatics confirm if Pond 12 fountain could be run 24/7 to prevent clogging, or if there is a reason against this.

The Board requested the District Manager seek bids for Brazilian Pepper Maintenance (mitigation services) in the District.

**F. Field Manager Report and Landscape Responses**

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

The Board requested a recommendation on turf aeration from Field Services for the next meeting.

**i. Consideration of LMP Proposals**

Mr. Nielsen presented the LMP Proposals to the Board.

On a Motion by Mr. Harrison, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved LMP Proposal # 75627, in the amount of \$2,640.00., for Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting held on November 22, 2021 and Operation & Maintenance Expenditures for November & December 2021**

Mr. Nielsen presented the Minutes of the Board of Supervisors' Meeting held on November 22, 2021 and the Operation & Maintenance Expenditures for November & December 2021 to the Board.

On a Motion by Mr. Reidt, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on November 22, 2021 and Operation and Maintenance Expenditures for November 2021, in the amount of \$63,195.03 and December 2021, in the amount of \$64,298.68, for Covington Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Presentation of CR 48**

Mr. Nielsen presented Construction Requisition 48 to the Board.

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved to acknowledge payment of CR 48, for Covington Park Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of LMP Rate Change**

Mr. Nielsen presented the LMP Rate Change Letter for Mulch and Annuals to the Board.

On a Motion by Mr. Harrison, seconded by Mr. Reidt, with all in favor, the Board of Supervisors approved the LMP Rate Change for Mulch and Annuals, and requested the District Counsel draft an amendment to the contract updating the new rates, for Covington Park Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Addendum to  
RTS Contractual Assignment  
Agreement**

Mr. Nielsen presented the Addendum to RTS Contractual Assignment Agreement to the Board.

On a Motion by Dr. Blue, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved the Addendum to RTS Contractual Assignment Agreement, for Covington Park Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Pool  
Maintenance Proposal**

Mr. Nielsen presented the Pool Maintenance Proposal to the Board.

The Board reviewed the Pool Maintenance Proposals and decided to decline them, and request District Counsel to amend the current contract with Zebra Pools to include the proposed rate for an inclusive performance contract, also to include terms for the time in which the pool will be closed for construction.

**NINTH ORDER OF BUSINESS**

**Discussion on Fitness Center  
Equipment for the Amenity  
Project**

Mr. Nielsen opened a discussion regarding Fitness Center Equipment for the Amenity Project with the Board. The Board agreed to purchase the Fitness Center Equipment, rather than lease.



**TENTH ORDER OF BUSINESS**

**Discussion on Increasing  
Amenity Center Rates**

Mr. Nielsen opened a discussion on Amenity Center Rates with the Board.

The Board requested to add to the next agenda, Discussion on Amenity Rules, for further discussion as we progress through construction.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Nielsen asked if there were any Supervisor requests.

The Board requested a price and quantity for replacement of the pole mounted trash cans around Stone Park.

The Board requested an update on the traffic study for truck traffic.

**TWELFTH 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 Mr. Harrison, with all in favor, the Board of Supervisors adjourned the meeting at 8:56 p.m. for the Covington Park Community Development District.

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair

# COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

## **January 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:   **\$56,724.20**

Approval of Expenditures:

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\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

## Covington Park Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

| Vendor Name                       | Check Number | Invoice Number   | Invoice Description               | Invoice Amount |
|-----------------------------------|--------------|------------------|-----------------------------------|----------------|
| A Bales Security Agency, Inc.     | 003056       | 38062            | Security Patrol 12/19/21-01/01/22 | \$ 825.00      |
| A Bales Security Agency, Inc.     | 003060       | 38075            | Security Patrol 01/02/22-01/15/22 | \$ 825.00      |
| Access Residential Management LLC | 003057       | CPCDD-2022-1F    | Management Fee 01/22              | \$ 1,400.00    |
| Access Residential Management LLC | 003057       | CPCDD-2022-1P    | Payroll 01/22                     | \$ 15,478.17   |
| Beyond Fitness Equipment Repair   | 003058       | 1722             | Repair/Maintenance 01/22          | \$ 165.00      |
| BOCC                              | 20220131-1   | 3344800000 12/21 | 6806 Covington Garden Drive 12/21 | \$ 224.56      |
| BOCC                              | 20220131-1   | 4254220000 12/21 | 6807 Guilford Bridge 12/21        | \$ 159.58      |
| BOCC                              | 20220131-1   | 7254220000 12/21 | 6515 Carrington Sky 12/21         | \$ 31.40       |
| Covington Park CDD - Debit Card   | CD0923       | CD0923           | Debit Card Replenishment          | \$ 893.63      |
| Covington Park CDD - Debit Card   | CD0926       | CD0926           | Debit Card Replenishment          | \$ 539.55      |
| Dewberry Engineers Inc            | 003061       | 2037849-01       | Engineer Services 10/21           | \$ 860.00      |

## Covington Park Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

| Vendor Name                               | Check Number | Invoice Number | Invoice Description                    | Invoice Amount |
|---|--------------|----------------|--|----------------|
| Digicom                                   | 003047       | 70746          | Alarm Monitoring 01/01/2022-03/31/2022 | \$ 135.00      |
| Frontier Florida LLC                      | 20220131-2   | 112515-5 01/22 | Fios Internet 01/22                    | \$ 160.97      |
| Frontier Florida LLC                      | 20220131-2   | 121515-5 01/22 | Fios Internet 01/22                    | \$ 151.04      |
| Landscape Maintenance Professionals, Inc. | 003048       | 164601         | Pest Control 11/21                     | \$ 400.00      |
| Landscape Maintenance Professionals, Inc. | 003062       | 164990         | Monthly Maintenance 01/22              | \$ 12,389.50   |
| Landscape Maintenance Professionals, Inc. | 003062       | 165209         | Pest Control 01/22                     | \$ 400.00      |
| Landscape Maintenance Professionals, Inc. | 003062       | 165247         | Replace Firebush 01/22                 | \$ 61.00       |
| Landscape Maintenance Professionals, Inc. | 003062       | 165248         | Jasmine/Mulch 01/22                    | \$ 162.25      |
| Landscape Maintenance Professionals, Inc. | 003062       | 165249         | Plants Replacement 01/22               | \$ 1,966.25    |
| Landscape Maintenance Professionals, Inc. | 003062       | 165280         | Irrigation Repairs 01/22               | \$ 13.60       |
| Landscape Maintenance Professionals, Inc. | 003062       | 165281         | Irrigation Repairs 01/22               | \$ 72.00       |

## Covington Park Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

| Vendor Name                               | Check Number | Invoice Number | Invoice Description             | Invoice Amount |
|---|--------------|----------------|---------------------------------|----------------|
| Landscape Maintenance Professionals, Inc. | 003062       | 165330         | Tree Trim/Prune 01/22           | \$ 560.50      |
| Landscape Maintenance Professionals, Inc. | 003062       | 165331         | Tree Trim/Prune 01/22           | \$ 325.00      |
| Landscape Maintenance Professionals, Inc. | 003062       | 165370         | Allamanda 01/22                 | \$ 105.00      |
| Landscape Maintenance Professionals, Inc. | 003062       | 165371         | Blue Daze/Allamanda 01/22       | \$ 348.75      |
| Landscape Maintenance Professionals, Inc. | 003062       | 165372         | Mulch - 01/22                   | \$ 426.80      |
| Lenox Millennial Cleaning, LLC            | 003055       | 10239          | Clubhouse Cleaning 01/22        | \$ 425.00      |
| Redwire, LLC                              | 003050       | 417682         | CCTV Digital Surveillance 01/22 | \$ 155.00      |
| Remson Aquatics, LLC                      | 003051       | 114472         | Conservation Maintenance 12/21  | \$ 455.00      |
| Remson Aquatics, LLC                      | 003063       | 114489         | Lake Maintenance 01/22          | \$ 2,105.00    |
| Republic Services # 696                   | 20220131-3   | 0696-000996953 | 6806 Covington Garden Dr 01/22  | \$ 540.28      |
| Rizzetta & Company, Inc.                  | 003049       | INV0000064577  | District Management Fees 01/22  | \$ 6,340.00    |

## Covington Park Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

| <u>Vendor Name</u>                | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>  | <u>Invoice Amount</u>      |
|-----------------------------------|---------------------|-----------------------|-----------------------------|----------------------------|
| TECO                              | 20220131-4          | 211015064275 12/21    | 7411 Surrey Pines Dr 12/21  | \$ 260.89                  |
| TECO                              | 20220131-4          | 211015064382 12/21    | 7574 Oxford Garden 12/21    | \$ 56.24                   |
| TECO                              | 20220131-4          | 311000010158 12/21    | Summary Bill 12/21          | \$ 5,786.94                |
| Terminix International<br>Company | 003059              | 415692989             | Pest Control Services 12/21 | \$ 113.12                  |
| Zebra Cleaning Team, Inc.         | 003064              | 4703                  | Pool Cleaning 01/22         | \$ 800.00                  |
| Zebra Cleaning Team, Inc.         | 003064              | 4723                  | Motor Repair 01/22          | \$ <u>607.18</u>           |
| <b>Report Total</b>               |                     |                       |                             | <b>\$ <u>56,724.20</u></b> |