



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
April 25, 2022**

**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, Mooney, Fernandez & Jackson, P.A.
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.

April 11, 2022

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

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Covington Park Community Development District will be held on **Monday, April 25, 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.** Field Manager Report and Landscaper's Responses Tab 1
 1. Consideration of LMP Proposal Tab 2
 2. Acceptance of LMP Addendum 2 Tab 3
 - B.** Presentation of Aquatics Report Tab 4
 - C.** Community Coordinator Report Tab 5
 - D.** District Engineer
 - E.** District Counsel
 - F.** District Manager
 1. Review of District Manager Report Tab 6
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Meeting held on March 17, 2022 Tab 7
 - B.** Consideration of Operation & Maintenance Expenditures for March 2022 Tab 8
- 5. BUSINESS ITEMS**
 - A.** Consideration of Fitness Equipment Proposals Tab 9
 - B.** Presentation of CR 56-57 Tab 10
 - C.** Acceptance of FY 20-21 Audit 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 regular meeting of the Board of Supervisors of the Covington Park Community Development District was held on **Monday, March 17, 2022 at 6:00 p.m.** at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578.

Present and constituting a quorum were:

Stephen Brown	Board Supervisor, Chairman
Scott Harrison	Board Supervisor, Vice Chairman (via phone)
Tarlese Allen	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, Persson, Cohen, Mooney, Fernandez & Jackson
Richard Ellis	District Engineer, Dewberry (via phone)
Cathy Sobrito	Community Coordinator
Paula Means	Representative, LMP
Scott Brizendine	Rizzetta & Co., Inc. (via phone)
Sara Zare	Representative, MBS (via phone)
Keith Remson	Representative, Remson Aquatics
Misty Taylor	Representative, Bryant Miller Olive
Andy Lafear	Representative, Synovus

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.

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

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SECOND ORDER OF BUSINESS

Audience Comments

The Board heard audience comments regarding construction concerns, truck traffic, and parking by Monarch Pool.

THIRD ORDER OF BUSINESS

**Consideration of Resolution
2022-02, Delegation Resolution**

Ms. Taylor presented Resolution 2022-02, Delegation Resolution to the Board.

On a Motion by Dr. Blue, seconded by Ms. Allen, with all in favor, the Board of Supervisors adopted Resolution 2022-02, Delegation Resolution, for the Covington Park Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution
2022-03, Supplemental
Assessment**

Mr. Jackson presented Resolution 2022-03, Supplemental Assessment to the Board.

On a Motion by Dr. Blue, seconded by Ms. Allen, with all in favor, the Board of Supervisors adopted Resolution 2022-03, Supplemental Assessment, for the Covington Park Community Development District.

FIFTH ORDER OF BUSINESS

**Review of Updated Change
Order #2 for Amenity Project**

Mr. Ellis presented the Updated Change Order #2 for Amenity Project to the Board.

On a Motion by Dr. Blue, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the Updated Change Order #2 for Amenity Project, for the Covington Park Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of FitRev
Maintenance Agreement**

Mr. Nielsen presented the FitRev Maintenance Agreement to the Board.

The Board requested the District Manager obtain a comparison proposal from Beyond Fitness, to evaluate against the FitRev proposal for maintenance of the new fitness center.

SEVENTH 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.

Mr. Remson presented the Aquatics Report to the Board. He updated the Board on the fountains.

B. District Engineer

Mr. Ellis presented his Engineer Report to the Board.

The Board requested the Project Manager and District Engineer look into the need for sleeving for underground cable and utilities during the construction process.

On a Motion by Dr. Blue, seconded by Ms. Allen, with three in favor, and Mr. Harrison opposed, the Board of Supervisors approved to have District Counsel draft a termination notice for Construction Management Services, for the Covington Park Community Development District.

On a Motion by Mr. Brown, seconded by Dr. Blue, with all in favor, the Board of Supervisors approved to have District Counsel amend the E&L contract to name Scott Harrison as the Administrative Agent, for the Covington Park Community Development District.

C. District Counsel

Mr. Jackson presented his report to the Board.

On a Motion by Mr. Harrison, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved for the Chairman to be authorized as a secondary to Supervisor Harrison, on approving items of urgency for the Construction Project between meetings, for the Covington Park Community Development District.

D. District Manager

Mr. Nielsen noted that the next meeting will be held on April 25, 2022 at 6:00 p.m.

On a Motion by Mr. Harrison, seconded by Dr. Blue, with all in favor, the Board of Supervisors approved to renew the Accurate Drilling Systems contract for quarterly services, instead of bi-annual, for the Covington Park Community Development District.

The Board approved to renew the hog trapping contract for an additional two-month period.

E. LMP Field Report

Ms. Means presented and reviewed the LMP Field Report with the Board. There were no comments or questions from the Board.

i. Consideration of LMP Proposals

Mr. Nielsen presented the LMP Proposals to the Board.

On a Motion by Mr. Brown, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved LMP Proposal #76582, for annuals, for the Covington Park Community Development District.

F. Review of LMP Fuel Surcharge

Mr. Nielsen presented the LMP Fuel Surcharge to the Board.

On a Motion by Mr. Brown, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the LMP Fuel Surcharge, for the Covington Park Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on February 28, 2022 and Operation & Maintenance Expenditures for February 2022

Mr. Nielsen presented the Minutes of the Board of Supervisors' Meeting held on February 28, 2022 and the Operation & Maintenance Expenditures for February 2022 to the Board.

On a Motion by Dr. Blue, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on February 28, 2022 and Operation and Maintenance Expenditures for February 2022, in the amount of \$51,924.31, for the Covington Park Community Development District.

NINTH ORDER OF BUSINESS

Supervisor Requests

Mr. Nielsen asked if there were any Supervisor requests.

The Chairman requested the District Manager send out the most updated Amenity Project budget and post the fitness center drawings on the website.

TENTH 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. Brown, seconded by Dr. Blue, with all in favor, the Board of Supervisors adjourned the meeting at 8:20 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

March 2022 For Board Approval

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

The total items being presented: **\$87,227.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<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.	3095	38091	Security Patrol 01/02/22-01/15/22	\$ 825.00
A Bales Security Agency, Inc.	3089	38114	Security Patrol 01/30/22-02/05/22	\$ 825.00
A Bales Security Agency, Inc.	3095	38127	Security Patrol 02/13/22-02/26/22	\$ 825.00
A Bales Security Agency, Inc.	3109	38141	Security Patrol 02/27/22-03/12/22	\$ 825.00
ABM Building Services, LLC	3091	16895548	Maintenance Agreement 02/22	\$ 378.00
ABM Building Services, LLC	3120	16983072	Maintenance Agreement 03/22	\$ 378.00
Access Residential Management LLC	3096	CPCDD-2022-3F	Management Fee 03/22	\$ 1,400.00
Access Residential Management LLC	3096	CPCDD-2022-3P	Payroll 03/22	\$ 18,021.07
Accurate Drilling Solutions, LLC	3104	i3029	Pump Install 03/22	\$ 4,155.66
Accurate Drilling Solutions, LLC	3112	i3067	Well Maintenance 03/22	\$ 1,385.94
Bad Boar Trapping & Outfitters	3117	3232022	Boar Trapping 03/22-04/22	\$ 2,000.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	20220331-1	3344800000 1/11	6806 Covington Garden Drive 02/22	\$ 218.07
BOCC	20220331-1	3434800000 01/22B	7036 Monarch Park Drive 01/22	\$ 35.79
BOCC	20220331-1	3434800000 3/22	7036 Monarch Park Drive 03/22	\$ 46.89
BOCC	20220331-1	4254220000 1/11	6807 Guilford Bridge 02/22	\$ 143.56
BOCC	20220331-1	7254220000 1/11	6515 Carrington Sky 02/22	\$ 31.40
BOCC	20220331-1	8825800000 1/11	7734 Covington Stone Avenue 02/22	\$ 15.34
Dewberry Engineers Inc	3116	2101506-000	Engineer Services 01/22	\$ 705.00
Dog Waste Depot	3105	464908	Dog Waste Roll Bags 02/22	\$ 664.81
Frontier Florida LLC	20220331-2	121515-5 03/22	Fios Internet 03/22	\$ 171.04
Frontier Florida LLC	20220331-2	5720112515-5 03/22	Fios Internet 03/22	\$ 160.97
Landscape Maintenance Professionals, Inc.	3101	164703	Tree Removal 12/21	\$ 2,650.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	3101	165734	Irrigation Repairs 01/22	\$ 72.50
Landscape Maintenance Professionals, Inc.	3090	166029	Plant/Remove/Replace 02/22	\$ 2,640.00
Landscape Maintenance Professionals, Inc.	3101	166053	Tree Removal 02/22	\$ 350.00
Landscape Maintenance Professionals, Inc.	3101	166054	Mulch - 02/22	\$ 273.50
Landscape Maintenance Professionals, Inc.	3101	166055	Mulch 02/22	\$ 270.70
Landscape Maintenance Professionals, Inc.	3119	166154	Landscape Maintenance 03/22	\$ 12,389.50
Landscape Maintenance Professionals, Inc.	3101	166348	Irrigation Repairs 02/22	\$ 136.00
Landscape Maintenance Professionals, Inc.	3101	166350	Irrigation Repairs 02/22	\$ 110.00
Landscape Maintenance Professionals, Inc.	3101	166354	Fertilizer 02/22	\$ 4,524.50
Landscape Maintenance Professionals, Inc.	3101	166355	Pest Control 02/22	\$ 400.00
Landscape Maintenance Professionals, Inc.	3119	166465	Tree Removal 03/22	\$ 822.50

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	3119	166471	Tree Removal 03/22	\$ 350.00
Landscape Maintenance Professionals, Inc.	3119	166504	Tree Removal 03/22	\$ 400.00
Landscape Maintenance Professionals, Inc.	3119	166505	Tree Trim/Prune 03/22	\$ 4,908.75
Landscape Maintenance Professionals, Inc.	3119	166506	Tree Removal 03/22	\$ 822.50
Landscape Maintenance Professionals, Inc.	3119	166530	Removal and Replace 03/22	\$ 78.00
Landscape Maintenance Professionals, Inc.	3119	166660	Annuals 03/22	\$ 2,800.00
Lenox Millennial Cleaning, LLC	3110	10257	Clubhouse Cleaning 03/22	\$ 150.00
Mobile Helpdesk, Inc. dba MHD Communications	3092	24452	Quarterly Off Site Backup 01/22	\$ 75.00
Mobile Helpdesk, Inc. dba MHD Communications	3092	24700	Access Cards 02/22	\$ 75.00
Mobile Helpdesk, Inc. dba MHD Communications	3092	24701	Service Call 02/22	\$ 337.50
Mobile Helpdesk, Inc. dba MHD Communications	3106	24806	Quarterly Off Site Backup 03/22	\$ 225.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Office Depot Credit Plan	20220331-3	6415 1/22	Clubhouse Office/Janitor Supplies 01/22	\$ 36.36
Office Depot Credit Plan	20220331-3	6415 1/11	Clubhouse Office/Janitor Supplies 02/22	\$ 105.59
Redwire, LLC	3107	425840	CCTV Digital Surveillance 03/22	\$ 155.00
Redwire, LLC	3107	425841	CCTV Maintenance 03/22	\$ 55.00
Redwire, LLC	3107	426309	Trip Charge 03/22	\$ 59.00
Redwire, LLC	3121	430107	CCTV Maintenance 04/22	\$ 57.15
Remson Aquatics, LLC	3122	114683	Lake Maintenance 03/22	\$ 2,105.00
Republic Services # 696	20220331-4	0696-001018102	6806 Covington Garden Dr 03/22	\$ 183.00
Rick L. Reidt	3102	RR022822	Board of Supervisors 02/28/22	\$ 200.00
Rizzetta & Company, Inc.	3093	INV0000066332	District Management Fees 03/22	\$ 6,340.00
Ronald W Blue	3098	RB022822	Board of Supervisors 02/28/22	\$ 200.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ronald W Blue	3114	RB031722	Board of Supervisors 03/17/22	\$ 200.00
Scott Harrison	3100	SH022822	Board of Supervisors 02/28/22	\$ 200.00
Scott Harrison	3118	SH031722	Board of Supervisors 03/17/22	\$ 200.00
Sprint	3094	536265800-144	Staff Cell Phones 01/22	\$ 37.89
Sprint	3123	536265800-145	Staff Cell Phones 02/22	\$ 54.23
Stephen J Brown	3099	SB022822	Board of Supervisors 02/28/22	\$ 200.00
Stephen J Brown	3115	SB031722	Board of Supervisors 03/17/22	\$ 200.00
Tarlese Allen	3097	TA022822	2/28/2022	\$ 200.00
Tarlese Allen	3113	TA031722	Board of Supervisors 03/17/22	\$ 200.00
TECO	20220331-5	211015064275 1/11	7411 Surrey Pines Dr 02/22	\$ 389.88
TECO	20220331-5	211015064382 1/11	7574 Oxford Garden 02/22	\$ 62.14

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	20220331-5	311000010158 1/11	Summary Bill 02/22	\$ 6,108.32
Terminix International Company	3103	417685012	Pest Control Services 02/22	\$ 216.12
Times Publishing Company	3124	0000214974 03/09/22	Legal Advertising 03/22	\$ 495.00
Zebra Cleaning Team, Inc.	3108	4740	Pool Cleaning 02/22	\$ 800.00
Zebra Cleaning Team, Inc.	3111	4775	Pool Repairs 03/22	<u>\$ 95.44</u>
Report Total				<u>\$ 87,227.61</u>