



Rizzetta & Company

Covington Park Community Development District

**Board of Supervisors' Meeting
October 23, 2023**

**District Office:
2700 S. Falkenburg Rd. Suite 2745
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
	David Koch	Assistant Secretary
District Manager	Matt O’Nolan	Rizzetta & Company, Inc.
District Counsel	David Jackson	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
District Engineer	Giacomo Licari Rey Malave	Dewberry Engineers

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 2700 S. Falkenburg Rd, Suite 2745 • RIVERVIEW, FL 33578
www.covingtonparkcdd.org

10/23/2023

**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, October 23, 2023 at 6:00 p.m.**, at the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, FL 33572. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS**
- 4. STAFF REPORTS**
 - A.** Landscape Inspection Report&Responses..... Tab 1
 1. Consideration of Landscape Proposals Tab 2
 2. Consideration of Aquatic Inspection Services Tab 3
 - B.** Presentation of Aquatics Report..... Tab 4
 1. Consideration of Aquatics Proposals Tab 5
 - C.** Community Coordinator Report Tab 6
 1. Consideration of Clubhouse Proposals.....Tab 7
 - D.** District Engineer Report
 1. Discussion on Construction Project
 2. Consideration of Work Authorization..... Tab 8
 - E.** District Counsel
 1. Public Hearing on Amenity Rules and Rates
 - F.** District Manager
 1. Review of District Manager Report Tab 9
 2. Review of Financial Statement Tab 10
- 5. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Meeting held on September 25, 2023 Tab 11
 - B.** Approval of Operation & Maintenance Expenditures for September 2023..... Tab 12
 - C.** Consideration of Revised Rules and Rates for All Amenity Facilities Tab 13
 - D.** Consideration of Resolution 2024-01, Rules and Rates for All Amenity Facilities Tab 14
- 6. BUSINESS ITEMS**
 - A.** Consideration of Change Order Requests..... Tab 15
 - B.** Consideration of All About Food Trucks
 - C.** Consideration of Pergola Final Plans Tab 16
- 7. SUPERVISOR REQUESTS**
- 8. 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,

Matt O'Nolan District Manager

Tab 1

COVINGTON PARK

LANDSCAPE INSPECTION REPORT



October 4th, 2023
Rizzetta & Company
John Fowler – Landscape Specialist



Rizzetta & Company
Professionals in Community Management

Summary & Scoring

General Updates, Recent & Upcoming Maintenance Events

- ❑ Continue to let buffers around the lakes to form but need to start maintaining the ones that have been established.
- ❑ Fertilizer should be scheduled in October. What will the dates be?

The following are action items for LMP to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates a deficiency of over a month. **Bold Red text** indicates a deficiency of over two months. Green text indicates a proposal has been requested. **Blue** indicates an irrigation issue. Staff tasks will be shown in **Orange**.

Performance Scores

Scale: 0 – 10

1. Turf Conditions – 10.00
 - 0 – 10-point scale in each of the 5 categories: Turf Conditions, Palm/Tree Conditions, Plant Conditions, Bed Conditions, and Installations/Projects.
2. Tree/Palm Conditions – 8.75
 - Starting with a ten-point score.
3. Plant Conditions – 9.50
 - Minus 0.25 points for each red item – over a month deficient for each item in each category.
4. Bed Conditions – 9.25
 - Another minus 0.25 points for each red item that goes bold – over two months deficient for each item in each category.
5. Installations/Projects – 10
 - Coloring red for 0-3.5, orange for 3.51 to 6.5, green for 6.51 to 10.



Main Entrance, CGD, Regents & Surrey

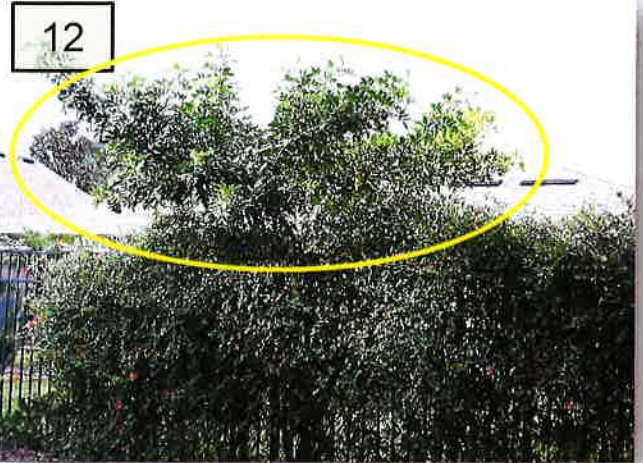
1. Raise the Oak canopy in the first median on Covington Gardens Dr. that is almost touching Copperleaf shrubs.
2. Prune the palm fronds on top of the Ilex Shillings on the first median on CGD.
3. There is a large Oak sucker at the last Oak in the first median on CGD.
4. Investigate a two declining trees at Flagpole Park in Surrey. One behind the bench and on the Southside of the park. (Pic. 4)



5. Remove a dead limb on the Wax Myrtle on the Northside of Flagpole Park.
6. Treat the weeds under the Oak trees at the passive park between Surrey Hill Pl. and Surrey Oak Dr.
7. Pin down a bubble sticking up in an Oak tree ring at Surrey Pines Dr.
8. The buffers on the pond banks have been cleaned up and looks much better.
9. Prune the palm fronds touching the aluminum fence just as you exit Surrey onto Covington Gardens Dr.
10. Diagnose and treat the small palm in front of the building on the Surrey entrance median.

11. Schedule a pruning event for the shrubs lining the aluminum fence on Covington Gardens Dr. from Surrey to amenity center. This is not being pruned on a consistent basis.

12. Remove large Brazilian Pepper Trees ground in the shrubs along the aluminum fence of Covington Gardens Dr. from Surrey to the amenity center. (Pic. 12)



13. Sucker growth on the Crepe Myrtles need to be removed by the guard rail between Surrey and amenity center on Covington Gardens Dr.
14. Clean out the dead in the Flax Lilies at Regent Way median monument on the exit side.
15. Prune dead fronds or fronds laying on the Arboricola on Covington Gardens Way just North of Regent Village Way.
16. Tip prune the dead material out of the Juniper on the first median on Covington Stone Ave. West of CGD.
17. There is hanging palm frond that was nicked during pruning that needs to be removed on median island on Covington Stone Ave. just West of Covington Gardens Dr.
18. Diagnose and treat the declining Blue Daze at the Cambridge entrance median.



COVINGTON INSPECTION REPORT RESPONSE

Date Inspection Report Performed _____10/4/23_____

Date LMP Received Report _____10/11/23_____

LMP Response Date _____10/17/23_____

- - Carry Overs
- - Completed
- - LMP Response

1. Will be completed by week of 10.23.23.



2. Will be completed by week of 10.23.23.



3. Completed 10.14.23.



4. Will remove as courtesy.



5. Will remove by 10.23.23.



6. Will line trim and spray by week of 10.23.23. Ongoing.





7. I could not find it but will send a tech out to look for it as well.

8. Noted.



9. Will be completed by week of 10.23.23.



10. David will apply Palm fertilizer to assist with discoloration. Core still looks healthy, but we will monitor.



11. This will start the week of 10.16.23.



12. Will complete by week of 10.16.23.

Ongoing.

13. Completed 10.14.23.



14. Will be completed by week of 10.23.23.



15. Will be completed by week of 10.23.23.



16. Very little currently and will be ongoing as it is the nature of the

plant. Will clean up by week of 10.23.23.



17.No Palm trimming has been done in this area anytime recently. Frond is still green and attached. Maybe just bent by wind. Will remove by week of 10.23.23.



18. Many Blue Daze did not fare well during the continuing drought. We will remove dead/ugly by the week of 10.23.23.



CSA, Cambridge, Guilford, Cromwell

19. There is a large dead Pine branch hanging in front of Pond 38 along Covington Stone Ave.

20. Remove dead palm frond overhanging the sidewalk on the exit side of Carrington Sky Dr.

21. Dead hanging palm fronds at the entrance side of Guilford that need to be removed.

22. Diagnose and treat declining Firebush on the backside of the entrance median into Guilford.

23. Remove a dead Croton on the backside of the median entrance island on Cromwell Gardens Dr.

24. Remove vine growing up a Pine tree on the South ROW by pond 31 on Covington Stone Ave. (Pic. 24)



25. Dead hanging Queen Palm frond on Covington Gardens Dr. just as you are exiting Oxford Garden Cir.

26. Prune the dead fronds in the Sables at Monarch Park pool.

27. Annuals have been removed and are awaiting replacements.

28. Dead fronds in the Pygmy Date Palms at Wiltshire Park Pl. roundabout.

29. There are a couple broken branches on the Magnolia tree on Wiltshire Park Pl. roundabout that need removal.

30. Cut bubbler that needs to be capped or repaired on the corner of Somerset Garden Way and Covington Stone Ave. (Pic. 30)



31. Prune dead and fruiting structures out of the Pygmy Date Palms at the Covington Gardens Dr. and Covington Stone Ave. intersection on the Northeast side.

32. The vines were removed from the tree on the Northeast side of Covington Stone Ave. at the CGD intersection. The tree may not survive. Investigate and report your findings. (Pic. 32)



33. There is a Pine tree that has broken off and is approximately 4 to 5 feet above ground on CGD behind Wiltshire Park Pl. roundabout.



19. This is out in the pond and not reachable safely by a ground crew.



20. I didn't see any dead overhanging sidewalk. However, we will clean up some low hanging Queen fronds and a couple of Palmetto fronds that are starting to come close.



21. Will complete week of 10.23.23.





22. Will be removed by the week of 10.23.23. Failure due to drought conditions, but also choice of plant material. Lime Sizzler has a tendency to fair less well than standard Firebush in this area.



23.Completed. 10.14.23.



24.Removed 10.14.23. Could not reach all the way up, but the high portions will die off now that they are no longer connected to nutrient or water source.



25. Will be completed by week of 10.23.23.



26. Done recently. Will catch a few new ones by week of 10.23.23.



27. Cocktail Begonias will be installed shortly.

28. Will be complete by 10.23.23.



29. There is one decent size branch that has broken maybe due to storm. It is high up, but we will get as close as we can to the branch bark collar as possible from the ground.



30. I do not believe that this bubbler is active as it is a fully established Oak. I will have a technician out. However, until then, I have cut it down to a reasonable height.



31. Will be completed by week of 10.23.23.



32. This tree has been dead for quite some time. The proposal for removal and replacement has already been approved and is in for scheduling.

33. We will flush cut this as a courtesy.



Proposals

1. LMP to provide a proposal to flush cut two small dead trees at Flagpole Park. Item #4 in the report.
2. LMP to provide a proposal to flush cut a Pine tree that has broken off and is approximately 4 to 5 feet above ground on CGD behind Wiltshire Park Pl. roundabout. (Pic. 2)



Proposals

1. Courtesy removal by week of 10.23.23.
2. Courtesy removal by week of 10.23.23.

Tab 2



P.O. Box 1222
Thonotosassa, Florida 33592-1222
PH (813) 982-1820 FAX (813) 982-1821

Please sign bottom of quote if you would like us to schedule this work.

Terms:

Landscape Quote

Employee

Bid by: Ian Miller Job Name Covington Park Amenity
E-mail ian@LandscapePros.org
Cellular (813) 777-7877 Apollo Beach, Florida

Dates

Quote Issued 9/21/2023
Revised _____
Revised _____

Prices valid for 30 days.

Visit us at www.LandscapePros.org to see some of our work.

Product / Service	All prices include materials & labor unless otherwise noted.	Qty	Price	Total
Proposal to replace plant materials that declined or died during Construction				
Areas / Plants for replacement shown on attached schematic				
Plant replacements discussed onsite with Owners rep on Wednesday 09/20/23				
Area 1) Northeast side of Entry / Entry Island				
Area 1) DEMO -Removal and offsite disposal of dead ligustrum trees / plants / stump grind (2) Stumps / Prep area for new plants				\$1,275.00
Area 1) INSTALL:				
(3) 30g Japanese Blueberry (full to ground)				\$1,125.00
(15) 3g Copperleaf plant				\$225.00
(10) 3g Variegated Ginger				\$180.00
(40) 3g Mammy Croton				\$600.00
(30) 3g Flax Lily				\$450.00
(20) 1g Blue My Mind				\$140.00
(25) cubic yards Pine bark mini nuggets				\$1,375.00
Area 2) Long parking island along sidewalk East side				
Area 2) DEMO -Removal and offsite disposal of dead plant / Prep area				\$210.00
Area 2) INSTALL:				\$2,475.00
(55) 7g Viburnum Suspensum				\$2,475.00
(30) 3g Mammy Croton				\$450.00
(40) 3g Flax Lily				\$600.00
(42) cubic yards Pine Bark mini nuggets				\$2,310.00
Area 3) Around old Clubhouse and Pool				
Area 3) DEMO - Removal and offsite disposal of dead plants / stump grind (4) Stumps / Prep areas				\$2,350.00
Area 3) INSTALL:				
(3) 40FT Washingtonia Palm on north side of Pool to match (5) existing on south side of Pool *Per Owners Rep*				\$8,100.00
(2) New Fence panels must be removed to install Palms around old Pool				\$1,875.00
(125) 3g Confederate Jasmine around pool				
(50) cubic yards Pine bark mini nuggets				\$2,750.00
Sod Replacement NOT included in this Proposal				
Irrigation Replacement NOT included in this Proposal				
Hand watering included at the time of installation / Additional Waterings NOT included in this Proposal				

Customer	
Customer <u>E&L Construction</u>	Contact <u>Justin Louise</u>
Address _____	_____
City _____	State <u>FL</u>
ZIP _____	Email _____
Phone _____	Fax _____

Sub Total \$28,965.00
Discount _____
Taxes _____
Deposit _____
TOTAL \$28,965.00

Status

☒ Established Customer ☐ New Customer ☐ Prospective Customer

Notes

CY = cubic yard CT = clear trunk
C = caliper BB = Ball Burlap
OA = over all height
SF = square feet
GAL = gallon

Please sign and return if you accept this quote & would like to schedule:

Prices are subject to change based on availability



Tab 3



Rizzetta & Company
Professionals in Community Management



PROPOSAL

AQUATIC INSPECTION SERVICES

Prepared for: Covington Park Community Development District



CLARITY WHERE

PURITY

MATTERS



AQUATIC INSPECTION SERVICES

Lakes and ponds are alluring because they provide a tranquil and relaxing environment. A professionally maintained one will enhance the community aesthetics, increase home value, and residents' enjoyment.

Rizzetta & Company Aquatics Inspection team provides the expertise needed for well-planned and well-maintained community waterways. Each of our Aquatic Inspection Specialists is a certified Aquatic Weed Spray Technician in The State of Florida.

From layered testing and quality control systems to long-term enhancement projects, our specialists can provide services tailored to your community's needs.





THE PROCESS

Our team is committed to elevating the waterways in your community with detailed inspections, formal reporting, enhancement planning, and effective vendor communication strategies.

Community Asset Management Plan: Perform a complete inventory of the community aquatic assets and provide an inventory report to the board.

Community Education: Present teaching events to provide the latest research and developments in Aquatic Sciences and provide a knowledge base for the residents.

Aquatics Specification Development: Develop a request for proposal (RFP) document to include a customized set of standards and specifications based on the community needs and budget. Conduct the bidding process, review, and prepare a bid tabulation document for the board. Assist the board with reviewing the bid tabulation and other pertinent information.

Aquatics Maintenance Inspections: Perform visual waterway and body of water inspections, provide the board with an inspection report, notify maintenance contractor of deficiencies in service, and obtain proposals for aquatic projects.

Pond and Waterway Turnover Inspections: Attend property turnover meetings that include waterways and participate in the inspection on behalf of the board. Provide a follow-up report regarding the turnover inspection.

Master Task Project Plan for Mature Communities: Develop a project plan specific to long-term enhancements and maintenance for the community's waterways and bodies of water. Emphasis is on long-term health and efficiency of the waterflow systems in the community and efficient budgeting.



SCOPE OF SERVICES

Rizzetta & Co. is pleased to provide this proposal for professional Aquatic Inspection Services. These services will be provided on a recurring basis, with a detailed description provided below.

Aquatic Services Management

- Perform one (1) monthly aquatic maintenance inspection to ensure oversight of onsite waterway maintenance contractors and compliance with the District's aquatic and waterway maintenance contracts.
- Perform one (1) annual dissolved oxygen and pH grid test for each pond or body of water.
- Provide the District with one (1) monthly aquatic inspection report, which shall be included in the District's agenda package and may contain, among other things, recommended action items.
- Upon request of the District, attend a minimum of three (3) District meetings in person and/or three (3) District meetings electronically, per fiscal year, to review aquatic maintenance inspection report or discuss other waterway-related issues.
- Notify aquatic maintenance contractors of deficiencies in service or the need for additional care.
- Monitor the progress of aquatic maintenance contractors in accordance with scope of work provided in maintenance contracts with the District.
- Upon request, provide input for preparation of the District's annual budget.
- Upon request and following fee agreement, prepare and develop a scope of services for aquatic maintenance proposals and oversee the entire bidding process.
- Obtain additional competitive aquatic maintenance proposals for incidental work as requested by the District and provide them to the District Manager.



AQUATIC INSPECTION

Services Fee

Based on the Scope of Services, Rizzetta & Company proposes the following Aquatic Inspection Services fee:

Option 1. – Scope of Services as presented (service fee will be billed monthly):

- \$8,700.00

Additional Service. – Scope of Services amended as follows (service fee will be billed monthly):

- Perform one (1) additional dissolved oxygen and pH grid test for each pond or body of water
- \$1,275.00

Ala carte services available upon request (service fee will be billed upon completion of service):

- Additional dissolved oxygen and/or pH testing for individual ponds.
- Prepare and develop a scope of services for aquatic maintenance proposals and oversee the entire bidding process.
- Emergency visit due to unforeseen circumstances.
- Additional professional consultations or project management.

Submitted

By: _____

Lucianno Mastrionni
Vice President, Business Strategy & Development
Rizzetta & Company

Date: _____

Accepted

By: _____

Print: _____

For: Covington Park Community Development District

Date: _____

WE BUILD

PARTNERSHIPS

THAT LAST



Rizzetta & Company

Professionals in Community Management

CORPORATE OFFICE

3434 Colwell Avenue, Suite 200, Tampa, FL 33614

888-208-5008 | rizzetta.com

Tab 4



Covington Park

Water Way Inspection Report

Prepared by:

Remson Aquatics LLC, Riverview FL
Matthew Remson Environmental Scientist
11207 Remson Lane, Riverview, FL 33578
Cell: 813-748-2433 Office: 813-671-2851

Pond: 1

Comments:

Recently harvested with amphibious machine.

Small Algae blooms were present and treated.

Premature Torpedo grass was present and treated.

Liter and Debris was removed.



Pond: 2

Comments:

Premature Torpedo grass was present and treated.

Liter and Debris was removed.

Native species of vegetation are doing well.



Pond: 3

Comments:

Pond is currently being dredged.

Water is being treated with Alum during dredging process which clarifies the water and extracts nutrients from the water body.

Liter and Debris was removed.



Pond: 4

Comments:

Little to algae blooms, no torpedo grass or shoreline vegetation was present this maintenance event.

Underwater weeds were present and treated this maintenance event.

Liter and debris was removed.



Pond: 5

Comments:

Sandhill cranes are still nesting in the littoral zone.

Little to algae blooms, no torpedo grass or shoreline vegetation was present this maintenance event.

Liter and Debris was removed.



Pond: 6

Comments:

Little to algae blooms, no torpedo grass or shoreline vegetation was present this maintenance event.

Liter and debris was removed.



Pond: 7

Comments:

Little to no Algae blooms or Shoreline vegetation was found in this site.

Premature torpedo grass was treated.

Native species of vegetation are doing well.

Liter and debris was removed.



Pond: 8

Comments:

Little to algae blooms, no torpedo grass or shoreline vegetation was present this maintenance event.

Underwater weeds were present and treated this maintenance event.

Liter and debris was removed.



Pond: 9

Comments:

Little to no algae blooms torpedo grass or shoreline vegetation was present this maintenance event.

Water level is very low due to recent environmental conditions.



Pond: 10

Comments:

Patches of grass and breaking off the littoral shelf and floating, these patches were treated this maintenance event.

Shoreline vegetation was present and treated.

Lier and debris was removed.



Pond: 11

Comments:

Algae blooms and underwater weeds were present and treated this maintenance event.

Premature torpedo grass was present and treated.

Liter and debris was removed.



Pond: 12

Comments:

Algae blooms and underwater weeds were present and treated.

Premature torpedo grass and alligator weed was present and treated.

Liter and Debris was removed.



Pond: 13

Comments:

Underwater weeds were present and treated this maintenance event.

Liter and debris was removed.



Pond: 14

Comments:

Primrose willow, torpedo grass, and spatterdock was treated.

Pond is being harvested, all vegetation is being removed.

Liter and debris was removed.



Pond: 15

Comments:

Algae blooms and premature torpedo grass was present and treated.

Liter and debris was removed.



Pond: 16

Comments:

Premature torpedo grass was present and treated.

Small Algae blooms were treated.

Liter and debris was removed.



Pond: 18

Comments:

Torpedo grass and primrose willows were present and treated.

Liter and debris was removed.



Pond: 19

Comments:

Patches of Torpedo grass were present and treated.

Underwater weeds were present and treated this maintenance event.

Liter and debris was removed.



Pond: 20

Comments:

Torpedo grass and alligator weed was present and treated this maintenance event.

Liter and debris was removed.



Pond: 21

Comments:

Control structure in the conservation site



Pond: 22

Comments:

Algae blooms and underwater weeds were present and treated this maintenance event.

Patches of grass and breaking off the littoral shelf and floating, these patches were treated this maintenance event.



Pond: 23

Comments:

Algae blooms were present and treated this maintenance event.

Algae reduced by 90% since last treatment.

Liter and debris was removed.



Pond: 24

Comments:

Torpedo grass and underwater weeds were present and treated this maintenance event.

Native vegetation is doing well.

Liter and debris was removed.



Pond: 25

Comments:

Little to no algae blooms torpedo grass or shoreline vegetation was present this maintenance event.

Liter and debris was removed.



Pond: 26

Comments:

Little to no algae blooms or shoreline vegetation was present this maintenance event.

Liter and debris was removed.



Pond: 27

Comments:

Algae blooms were present and treated.

Torpedo grass was present and treated on the littoral shelf.

Liter and debris was removed.



Pond: 28

Comments:

Little to no algae blooms or shoreline vegetation was present this maintenance event.

Liter and debris was removed.



Pond: 29

Comments:

Underwater weeds were present and treated this maintenance event.

Liter and debris was removed.



Pond: 30

Comments:

Little to no algae blooms, torpedo grass, or shoreline vegetation was present this maintenance event.

Underwater weeds were present and treated.

Liter and debris was removed.



Pond: 31

Comments:

Pond was recently restored.

Vegetation was removed and excess sediment was removed.

Pond is functioning as designed.

Lier and debris was removed.



Pond: 32

Comments:

Little to no algae blooms torpedo grass or shoreline vegetation was present this maintenance event.

Spatterdock was present and treated.

Liter and debris was removed.



Pond: 33

Comments:

Little to no algae blooms torpedo grass or shoreline vegetation was present this maintenance event.

Liter and debris was removed.



Pond: 34

Comments:

Beadweed has been reduced by 60%, any present was treated this maintenance event.

Primrose decaying from recent treatments.

Liter and debris was removed.



Pond: 35

Comments:

Algae blooms were present and treated this maintenance event.

Liter and debris was removed.



Pond: 36

Comments:

Little to no algae blooms torpedo grass or shoreline vegetation was present this maintenance event.

Liter and debris was removed.



Pond: 37

Comments:

Torpedo grass and primrose willows were present and treated.

Underwater weeds were present and treated.

Liter and debris was removed.



Pond: 38

Comments:

Little to no algae blooms or shoreline vegetation was present this maintenance event.

Torpedo grass was present and treated.

Liter and debris was removed.



Pond: 39

Comments:

Shoreline vegetation was present and treated.

Underwater weeds were present and treated.

Liter and debris was removed.



Pond: 40

Comments:

Little to no torpedo grass or shoreline vegetation was present this maintenance event.

Underwater weeds were present and treated.

Liter and debris was removed.



Pond: 41

Comments:

Little to no torpedo grass or shoreline vegetation was present this maintenance event.

Underwater weeds were present and treated.

Algae reduced by 90% since last treatment.

Liter and debris was removed.



Covington Park Stormwater Map



Lake/Pond Summary

The date the inspection/maintenance event took place was October 2nd and 3rd, 2023, Below is a list of ponds that had more growth than usual and more growth than other ponds in the community. We will return 14 days from initial treatment to retreat these ponds if necessary.

Pond with Underwater Weeds:

11, 13, 19, 29, 30, 40

Ponds with Medium/Large Algae Blooms:

11, 15, 22, 23, 27, 35

Ponds with Torpedo Grass/Shoreline Vegetation:

10, 12, 14, 29

Pounds of Liter/Debris Removed this maintenance event:

Over 120 pounds of Liter/Debris was Removed

List of projects and other events that took place in Covington Park:

Pond 3 Dredging Project

Clarifying water in pond 3 using Alum during dredging process

Harvesting Pond 1, removed algae blooms and underwater weeds

Harvesting Pond 14, removed dead vegetation from entire pond

Pond 19, treated underwater grasses and nuisance vegetation

Pond 31 Restoration, restored pond back to functioning state

Fountain maintenance, cleaned screens, cleaned lenses, cleaned float

We are now getting consistent rain events and the water level is rising in many ponds, some that have been completely dry are almost full again. Temperatures are dropping and the ponds are cooling. This will benefit your water bodies and treatments will be more effective. Some ponds are already experience better results from treatments, pond 23 and pond 41 are examples of this.

Tab 5

ESTIMATE

Remson Aquatics
11207 Remson Lane
Riverview, FL 33579

kar@remsonaquatics.com
(813) 671-2851
www.remsonaquatics.com

Rizzetta & Co.:Covington Park CDD

Bill to
Covington Park CDD
C/O: Rizzetta & Co.
3434 Colwell Avenue Suite 200
Tampa, FL 33614

Ship to
Covington Park CDD
C/O: Rizzetta & Co.
3434 Colwell Avenue Suite 200
Tampa, FL 33614

Estimate details
Estimate no.: 2006
Estimate date: 09/22/2023

Product or service		Amount
1. Aeration Install	1 unit × \$2,780.00	\$2,780.00
Aeration install pond 11 AquaAir® Ultra 2 and 3, (1) 0.5HP, 120V		
Total		\$2,780.00

ESTIMATE

Remson Aquatics
11207 Remson Lane
Riverview, FL 33579

kar@remsonaquatics.com
(813) 671-2851
www.remsonaquatics.com

Rizzetta & Co.:Covington Park CDD

Bill to
Covington Park CDD
C/O: Rizzetta & Co.
3434 Colwell Avenue Suite 200
Tampa, FL 33614

Ship to
Covington Park CDD
C/O: Rizzetta & Co.
3434 Colwell Avenue Suite 200
Tampa, FL 33614

Estimate details
Estimate no.: 2007
Estimate date: 09/22/2023

Product or service		Amount
1.	Estimate Proposal Proposal for the sediment removal within pond 23 Scope of work; mobilize excavator remove sediment from small pond haul off site	1 unit × \$3,295.00 \$3,295.00
		Total
		\$3,295.00

Tab 6

Covington Park- Community Coordinator Action Item List

DATE	TASK	ASSIGNED TO:	ASSIGNED BY:	EST. COMPLETION DATE	COMPLETION DATE	STATUS	NOTES
9/26/2023	Caution tape around pond #3 dredging bag	Richard	Matthew			Completed	Safety issue / taped off
9/27//2023	Replaced net cable for tennis net	Matthew	Stephen			Completed	Replaced with new
10/2/2023	Meet with new Cleaner for building	vender	Matthew			Completed	Will start on the 4th
10/6/2023	Met with Remsen about pond 14 & 19 / Resident complaints	Vender	Matthew			Completed	Pond # 14 & 19 have been treated
10/7/2023	Job walk with Justin / E&L	Matthew	Matthew			completed	
7/11/2023	Update Marquee/meetings dates	Matthew	George			completed	doesn't think his company is good
10/6/2023	Bank deposit to razzetta	Razzetta	Matthew			Completed	
7/14/2023	Intervie for Pool Moniter position	Matthew	Access			Ongoing	
10/16/2023	Redwire/ camara expansion meeting	Vender	Matthew			Ongoing	Waiting on updated quote
10/16/2019	Zebre Pools/ Repairs	Vender	Matthew			On Going	All work completed except 1 light
10/11/2023	Work with Bates Security for ammended ammended hours	Matt	Matthew			On Going	New contract will be submitted on 11/01/23
10/12/2023	Matthew	Matthew	Cathy				
10/12/2023	Bales Fence to quote for gate repairs	Vender	Matthew			Completed	Quote submitted
10/13/2023	Light inspection	Matthew	George			Completed	Reported/ TECO
10/13/2023	Python Fence to quote for gate repairs	Vender	Matthew			Waiting	

Tab 7

Approved

We have prepared a quote for you



Audio Repair/Addition

Quote # Q004395 Version 1

Prepared for:

Rizzetta & Company:Covington Park



P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

Thursday, September 21, 2023

Rizzetta & Company: Covington Park
Matthew Reed
6806 Covington Garden Drive
Apollo Beach, FL 33572
clubhouse@covingtonparkcdd.org

Dear Matthew,

We appreciate the opportunity to provide you with a solution! Unparalleled quality and customer service is the foundation of our business and the focus of our teams.

MHD Communications takes pride in our solution-oriented business by offering a total technology solution for your business. Our offerings extend to IT Managed Services, Network Security, Audio Visual, Access Control, Surveillance, Security, Phone Systems, Low Voltage Cabling and Fiber Services. Should you ever need a solution in one of these areas, please do not hesitate to reach out. We at MHD Communications want to make your business just that much more successful and we are looking forward to assisting you in doing so very soon!

Thank you for taking the time to review my proposal. It has been my pleasure to provide you with a solution for your technology needs. If I can answer any additional questions or provide you with more details please give me a call.

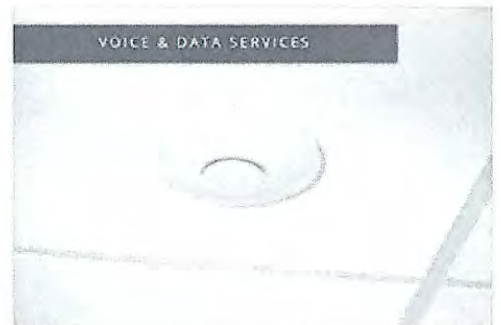
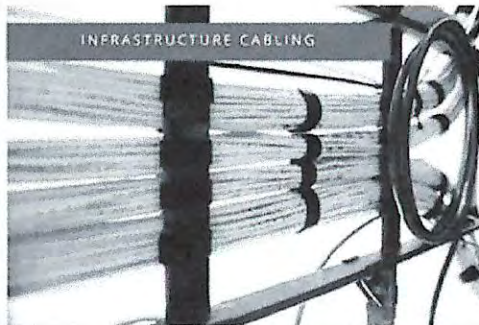
Best Regards,

A handwritten signature in black ink, appearing to read 'Amanda Lebbing'.

Amanda Lebbing
Account Manager
MHD Communications

ABOUT MHD COMMUNICATIONS

Established in 2003, MHD Communications specializes in providing high-quality total technology solutions for small and medium sized businesses. Our commitment to excellence and providing impeccable customer service is what sets apart from our competitors and our exponential growth over the last few decades has secured us as one of Tampa Bay's premier technology providers, keeping pace with the rapid changes in the technology world. Our highly trained local staff provides around-the-clock top-notch service that you can depend upon for years to come. Fully licensed, bonded and insured, MHD Communications exists to provide the highly responsive technology support system to clients who require a superior level of quality and reliability.





P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

HARDWARE

Product Details	Qty
6-1/2" Indoor/Outdoor Speaker Pair - White	2
Audio 120W 5ch 100/70V Mixer	1
18/2 Shielded Speaker Cable	1
FRIEGHT CHARGE	1

Subtotal: **\$950.60**

SCOPE OF WORK

Install (1) new amplifier for pool speakers

Replace existing pool speakers attached to clubhouse

Pull new 18/2 speaker wire from clubhouse to new pool house

- Customer/EC/GC responsible for conduit between buildings - 1.5" PVC

Install (1) pair of speakers on new pool house and connect to amplifier

Customer responsible for audio streaming device to connect to amplifier for audio input



P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

PAYMENT OPTIONS

CASH CONTRACT

Deposit: Due within five business days of signed proposal. Parts will not be ordered and project will not be scheduled until deposit is received in full.

Parts: 80%

Labor: 50%

Remaining Balance: Due within five business days of completion.

Progress Billing: For projects that last more than 30 days, MHD Communications reserves the right to send a monthly progress bill for labor that has been completed.

MHD Communications accepts cash, check and all major credit cards. A link to pay with a credit card will be provided with the invoice for the deposit.

FINANCE CONTRACT

MHD Communications offers 36 month, 48 moth and 60 month options for financing.

If you are interested in financing your project, please request financing options from your sales engineer.

ACCEPTANCE OF CONTRACT

The undersigned hereby agrees to purchase the above equipment in accordance with the terms and conditions stated on this agreement. Until accepted and signed by an officer of seller at its principal office, this agreement shall not become effective and shall not constitute a binding contract. Pricing included on this proposal is valid for fifteen days from initial presentation.



P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

Audio Repair/Addition



Prepared by:

MHD Communications

Amanda Lebbing
813-948-0202 ext 8827
Fax 813-699-5001
amanda.lebbing@mhdit.com

Prepared for:

Rizzetta & Company:Covington Park

6806 Covington Garden Drive
Apollo Beach, FL 33572
Matthew Reed
(813) 933-5571
clubhouse@covingtonparkcdd.org

Quote Information:

Quote #: Q004395

Version: 1
Delivery Date: 09/21/2023
Expiration Date: 10/19/2023

Quote Summary

Description	Amount
HARDWARE	\$950.60
SERVICES	\$1,360.00
Subtotal:	\$2,310.60
Estimated Tax:	\$173.30
Total:	\$2,483.90

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

MHD Communications

Rizzetta & Company:Covington Park

Signature: 

Name: Amanda Lebbing

Title: Account Manager

Date: 09/21/2023

Signature: _____

Name: Matthew Reed

Date: _____

We have prepared a quote for you



Gate Access Addition V3

Quote # Q004459 Version 1

Prepared for:

Rizzetta & Company:Covington Park



P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

Gate Access Addition V3



Prepared by:

MHD Communications

Amanda Lebbing
813-948-0202 ext 8827
Fax 813-699-5001
amanda.lebbing@mhdit.com

Prepared for:

Rizzetta & Company:Covington Park

6806 Covington Garden Drive
Apollo Beach, FL 33572
Matthew Reed
(813) 599-0596
clubhouse@covingtonparkcdd.org

Quote Information:

Quote #: Q004459

Version: 1
Delivery Date: 10/10/2023
Expiration Date: 11/06/2023

Quote Summary

Description	Amount
HARDWARE	\$14,392.06
SERVICES	\$14,340.00
Subtotal:	\$28,732.06
Estimated Tax:	\$2,154.91
Total:	\$30,886.97

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

MHD Communications

Rizzetta & Company:Covington Park

Signature:

Name: Amanda Lebbing

Title: Account Manager

Date: 10/10/2023

Signature:

Name: Matthew Reed

Date:



P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

PAYMENT OPTIONS

CASH CONTRACT

Deposit: Due within five business days of signed proposal. Parts will not be ordered and project will not be scheduled until deposit is received in full.

Parts: 80%

Labor: 50%

Remaining Balance: Due within five business days of completion.

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ACCEPTANCE OF CONTRACT

The undersigned hereby agrees to purchase the above equipment in accordance with the terms and conditions stated on this agreement. Until accepted and signed by an officer of seller at its principal office, this agreement shall not become effective and shall not constitute a binding contract. Pricing included on this proposal is valid for fifteen days from initial presentation.

SCOPE OF WORK

Add access control to (5) pool gates

- (2) on main pool, (1) on parking lot gate, (1) on splash pad and (1) on new pool

Run conduit from clubhouse to each gate location

Each gate to receive the following:

- (1) Electric rim strike, (1) card reader
- Wire with 18/4 and 22/6

Install access controllers in existing IT room

- Mount power supplies, add panels to network

Remove existing Rosslare panel and migrate doors over to Kantech system

- Reuse existing card readers and fobs

Program system for operation

Customer has existing credentials already that will be utilized from existing system

Customer responsible for adding tenants to gate system and migration of existing credentials to new software

MHD to provide customer with up to (4) hours of system training

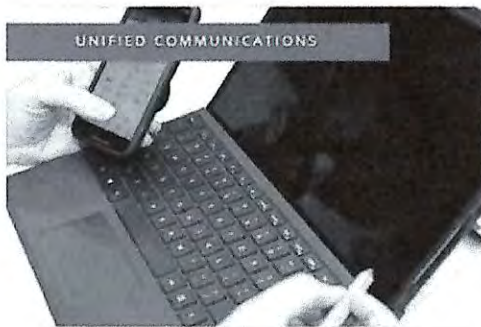
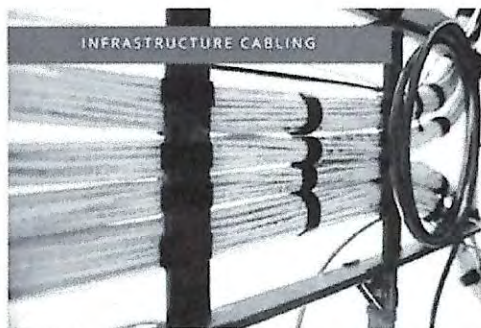
HARDWARE

Product Details	Qty
Kantech 4dr Controller	3
Altronix Close Circuit TV Camera AC Power Supply - 115 V AC Input - 24 V AC, 28 V AC Output	1
Altronix Proprietary Power Supply - Wall Mount - 110 V AC Input - 12 V DC Output	1
Altronix Proprietary Power Supply - Wall Mount - 110 V AC Input - 12 V DC @ 4 A, 24 V DC @ 3 A Output - 8 +12V Rails	1
12v 7ah Backup Battery	4
Electric Strike, Slim-Line, 1-3/4" Width x 1/2" Depth x 9" Height, Satin Stainless Steel, Latchbolt Strike Monitor	5
Rosslare Proximity Readers Series – 125 kHz	5
18/4 Stranded, Unshielded - Gray - 1000ft	2
22/6 Stranded, Shielded - Gray - 500ft	4
Connectors, Mounting Hardware, Conduit etc.	1
Corporate Software	1

Subtotal: **\$14,392.06**

ABOUT MHD COMMUNICATIONS

Established in 2003, MHD Communications specializes in providing high-quality total technology solutions for small and medium sized businesses. Our commitment to excellence and providing impeccable customer service is what sets apart from our competitors and our exponential growth over the last few decades has secured us as one of Tampa Bay's premier technology providers, keeping pace with the rapid changes in the technology world. Our highly trained local staff provides around-the-clock top-notch service that you can depend upon for years to come. Fully licensed, bonded and insured, MHD Communications exists to provide the highly responsive technology support system to clients who require a superior level of quality and reliability.





P: 813-948-0202 E: amanda.lebbing@mhdit.com W: www.MHDcommunications.com

Wednesday, October 11, 2023

Rizzetta & Company: Covington Park
Matthew Reed
6806 Covington Garden Drive
Apollo Beach, FL 33572
clubhouse@covingtonparkcdd.org

Dear Matthew,

We appreciate the opportunity to provide you with a solution! Unparalleled quality and customer service is the foundation of our business and the focus of our teams.

MHD Communications takes pride in our solution-oriented business by offering a total technology solution for your business. Our offerings extend to IT Managed Services, Network Security, Audio Visual, Access Control, Surveillance, Security, Phone Systems, Low Voltage Cabling and Fiber Services. Should you ever need a solution in one of these areas, please do not hesitate to reach out. We at MHD Communications want to make your business just that much more successful and we are looking forward to assisting you in doing so very soon!

Thank you for taking the time to review my proposal. It has been my pleasure to provide you with a solution for your technology needs. If I can answer any additional questions or provide you with more details please give me a call.

Best Regards,

A handwritten signature in black ink, appearing to read 'Amanda Lebbing', with a horizontal line extending to the right.

Amanda Lebbing
Account Manager
MHD Communications

Tab 8



Dewberry Engineers Inc. | 407.843.5120
800 N. Magnolia Ave, Suite 1000 | 407.649.8664 fax
Orlando, FL 32803 | www.dewberry.com

Sent Via Email: MONolan@rizzetta.com

September 19, 2023

Mr. **Matt O’Nolan**, District Manager
Covington Park Community Development District
c/o Rizzetta & Company
2700 S. Falkenburg Road
Suite 2745
Riverview, Florida 33578

Subject: Work Authorization Number 2024-1
Covington Park Community Development District
District Engineering Services

Dear Mr. **O’Nolan**:

Dewberry Engineers Inc. is pleased to submit this Work Authorization to provide general engineering services for the Covington Park Community Development District (District). We will provide these services **pursuant to our current agreement (“District Engineering Agreement”) as follows.**

I. General Engineering Services

The District will engage the services of Dewberry Engineers Inc. (Engineer) as District Engineer to perform those services as necessary, pursuant to the District Engineering Agreement, including attendance at Board of Supervisors meetings, review and approval of requisitions, or other activities **as directed by the District’s Board of Supervisors.**

Our fee for this task will be based on time and materials, in accordance with the enclosed Schedule of Charges. The referenced Schedule of Charges is valid for fiscal year 2024 only. We estimate a budget of \$10,000, plus other direct costs.

II. Other Direct Costs

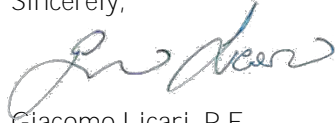
Other direct costs include items such as printing, drawings, travel, deliveries, et cetera. This does **not include any of the application fees for the various agencies, which are the owner’s responsibility** and have not been accounted for in this proposal. We estimate a budget of \$100.

This Work Authorization, together with the referenced District Engineering Agreement, represents the entire understanding between the Covington Park Community Development District and Dewberry Engineers Inc. with regard to the referenced project. If you wish to accept this Work Authorization, please sign where indicated and return one complete copy to Aimee Powell, Senior Office Administrator in our Orlando office at 800 N. Magnolia Avenue, Suite 1000, Orlando, Florida 32803 (or via email at apowell@dewberry.com). Upon receipt, we will promptly schedule our services.

Mr. Matt O'Nolan
Covington Park CDD
Work Authorization 2024-1
September 19, 2023

Thank you for choosing Dewberry Engineers Inc. We look forward to continuing to work with you and your staff.

Sincerely,



Giacomo Licari, P.E.
Senior Project Manager



Reinardo Malavé, P.E.
Associate Vice President

GL:RM:ap

M: \Proposals - Public\Municipal\Covington Park CDD\Work Authorizations\Covington Park CDD District Engineering Services
– 09-19-2023

Enclosures

APPROVED AND ACCEPTED

By: _____
Authorized Representative of
Covington Park Community Development District

Date: _____

STANDARD HOURLY BILLING RATE SCHEDULE**Professional/Technical/Construction/Surveying Services**

LABOR CLASSIFICATION	HOURLY RATES
Professional	
Engineer I, II, III	\$115.00, \$135.00, \$155.00
Engineer IV, V, VI	\$170.00, \$195.00, \$225.00
Engineer VII, VIII, IX	\$250.00, \$275.00, \$305.00
Environmental Specialist I, II, III	\$105.00, \$125.00, \$150.00
Senior Environmental Scientist IV, V, VI	\$170.00, \$190.00, \$210.00
Planner I, II, III	\$105.00, \$125.00, \$150.00
Senior Planner IV, V, VI	\$170.00, \$190.00, \$210.00
Landscape Designer I, II, III	\$105.00, \$125.00, \$150.00
Senior Landscape Architect IV, V, VI	\$170.00, \$190.00, \$210.00
Principal	\$350.00
Technical	
CADD Technician I, II, III, IV, V	\$80.00, \$100.00, \$120.00, \$140.00, \$175.00
Designer I, II, III	\$110.00, \$135.00, \$160.00
Designer IV, V, VI	\$180.00, \$200.00, \$220.00
Construction	
Construction Professional I, II, III	\$125.00, \$155.00, \$185.00
Construction Professional IV, V, VI	\$215.00, \$240.00, \$285.00
Survey	
Surveyor I, II, III	\$68.00, \$83.00, \$98.00
Surveyor IV, V, VI	\$115.00, \$125.00, \$145.00
Surveyor VII, VIII, IX	\$160.00, \$190.00, \$235.00
Senior Surveyor IX	\$290.00
Fully Equipped 1, 2, 3 Person Field Crew	\$145.00, \$175.00, \$230.00
Administration	
Administrative Professional I, II, III, IV	\$70.00, \$95.00, \$115.00, \$145.00
Other Direct Costs (Printing, Postage, Etc.)	Cost + 15%

Tab 9



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** November 27, 2023 @ 6pm
- **FY 2020-2021 Audit Completion Deadline:** Completed
- **Series 2018 Bonds Eligible for Refunding:** May 1, 2028
- **Quarterly Website Compliance Audit:** Completed, 100% in compliance

District Manager's Report

October 23

2023

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FINANCIAL SUMMARY

9/30/2023

General Fund Cash & Investment Balance:	\$292,736
Reserve Fund Cash & Investment Balance:	\$541,452
Debt Service Fund Investment Balance:	\$197,677
Total Cash and Investment Balances:	\$1,031,865
General Fund Expense Variance:	\$46,270 Under Budget

Covington Park Community Development District

Contract Type	Vendor	Contract Start Date	Contract Term End Date	Termination	Annual Cost	Monthly Cost	Budget Codes	Comments
Professional Services								
District Management	Rizzetta & Company, Inc.	12/1/2020	12/1/2024	Auto renews	\$35,893.00	\$ 2,991.08	3101	price is for FY 2022
Administrative Services	Rizzetta & Company, Inc.	12/1/2020	12/1/2024	Auto renews	\$5,709.00	\$ 475.75	3100	price is for FY 2022
Assessment Roll	Rizzetta & Company, Inc.	12/1/2020	12/1/2024	Auto renews	\$5,000.00	Annual	3113	annual billing
Financial Revenue & Collections	Rizzetta & Company, Inc.	12/1/2020	12/1/2024	Auto renews	\$3,740.00	\$ 311.67	3112	price is for FY 2022
Accounting Services	Rizzetta & Company, Inc.	12/1/2020	12/1/2024	Auto renews	\$20,658.00	\$ 1,721.50	3201	price is for FY 2022
Rizzetta Technology	Rizzetta Technology Services	8/26/2019	8/26/2024	Auto Renewals	\$2,280.00	\$ 190.00	4907	
Landscape Inspection Services	Rizzetta & Company, Inc.	10/1/2018	10/1/2024	Auto Renewals	\$9,000.00	\$ 750.00	3111	
Dissemination Services	Rizzetta & Company, Inc.	8/1/2018	8/1/2024	Auto Renewals	\$5,000	Annual	3104	Series 2018 annual billing
District Counsel	Persson, Cohen, and Mooney	1/26/2021	1/25/2024	Auto renews	\$25,000.00	Hourly	3107	Hourly Billing
District Engineer	Dewberry Engineers, Inc./ Richard Ellis	7/22/2019	7/22/2024	Auto renews	\$5,000.00	Hourly	3103	Hourly Billing
Bond Counsel	Bryant Miller Olive	5/23/2017	5/22/2024	Auto Renewals	Hourly	Hourly	unbudgeted	
On-Site Management	Access Residential Management, Inc.	8/1/2020	7/31/2024	Auto Renewals	\$16,800.00	\$ 1,400.00	4713	
Service Agreements								
Arbitrage Calculations S2018	LLS Tax Solutions	7/19/2018	10/26/2023	Annual	\$0.00	None	3203	
Arbitrage Calculations S2022	LLS Tax Solutions	8/4/2020	8/4/2025	Annual	\$500/year	None	3203	
Audit Service	Berger, Tombs, and Elam	8/19/2021	9/30/2024	Annual	\$3,435.00	Annual	3202	billed annually
Landscape Maintenance	Landscape Management Professionals (LMP)	8/25/2020	10/12/2024	Annual	\$148,668.00	\$ 12,389.00	4604	\$1,000 less during construction time
HVAC Service	ABM Building Services (Linc Svs)	11/1/2010	10/31/2024	Auto renews	\$4,404.00	\$ 378.00	4628	escalation 12/2021
Well Maintenance	Accurate Drilling Solutions	8/30/2020	3/23/2024	Annual	\$3,080	\$770 quarterly	4615	Quarterly
Security Monitoring Service	Bales Security / Guards	9/1/2020	8/30/2024	Annual	\$22,490.00	475/wk	3402	19/hr
Web Site / ADA Access	Campus Suites	8/26/2019	8/26/2024	Auto renews	\$1,537.50	\$384.37/qtr	4907	Quarterly
Alarm Monitoring	Digicom	7/8/2016	07/08/24	Monthly	\$540.00	\$135/qtr	4904	Quarterly billing/\$45/mo
Cable Service	Frontier	1/11/2021	1/10/2024	Monthly	\$4,880.00	\$ 339.23	4616	1 year verbal service agreement
Security Cameras	Redwire	9/30/2020	9/30/2024	Auto renews	\$2,618.40	\$ 218.20	4904	
Pond / Fountain Maint	Remson	10/1/2020	12/30/2023	Monthly	\$29,100.00	\$ 2,425.00	4611	
Brazilian Pepper Maint	Remson	2/22/2021	12/30/2023	Monthly	\$1,520.00	\$380/qtr	4657	Quarterly
Weir Maint	Remson	2/22/2021	12/30/2023	Monthly	\$1,820.00	\$455/qtr	4633	Quarterly
Waste Services	Republic	1/31/2022	1/31/2025	Auto renews	\$2,196.00	\$ 183.00	4305	
Cell Phone - Staff	Sprint	10/1/2022	9/30/2023	Monthly	\$1,937.40	\$ 161.45	4616	
Pool Service	Zebra Cleaning Team	10/1/2022	9/30/2024	Auto renews	\$12,600.00	see comments	4618	Seasonal Billing \$900 dec-feb/\$1100 mar-nov
Pest Control Service	Terminix - Clubhouse	12/20/2021	12/19/2023	Monthly	\$452.48	\$113.12/qtr	4704	
Pest Control Service	Terminix - Monarch Pool	12/20/2021	12/19/2023	Monthly	\$412.00	\$103/qtr	4704	
Access System Backup	MHD	10/1/2022	9/30/2024	Annual	\$900.00	\$75	4910	
District Approved Instructor	Aqua Fitness	10/6/2021	10/6/2024	Auto renews	N/A	N/A	N/A	10% resident/15% guest paid to CDD
District Insurance	EGIS	10/1/2021	10/1/2024	Annual	\$17,663	Annual	4501/4502/4503	
General Contractor Services	E&L Construction	10/4/2021	completion	N/A	\$1,994,371	N/A	construction acc.	total budget amt: \$1,994,371
Bad Boar Trapping	Hog Trapper	2/9/2022	8/8/2024	Monthly	\$12,000	\$1,150		

Tab 10



Rizzetta & Company

Covington Park Community Development District

**Financial Statements
(Unaudited)**

September 30, 2023

Prepared by: Rizzetta & Company, Inc.

covingtonparkcdd.org
rizzetta.com

Covington Park Community Development District

Balance Sheet

As of 09/30/2023

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Capital Project Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
Assets							
Cash In Bank	209,598	0	0	0	209,598	0	0
Investments	83,138	541,452	197,677	525,810	1,348,078	0	0
Prepaid Expenses	43,298	0	0	0	43,297	0	0
Refundable Deposits	8,974	0	0	0	8,974	0	0
Due From Other	0	0	0	3,762	3,763	0	0
Fixed Assets	0	0	0	0	0	6,240,815	0
Amount Available in Debt Service	0	0	0	0	0	0	197,677
Amount To Be Provided Debt Service	0	0	0	0	0	0	5,668,323
Total Assets	345,008	541,452	197,677	529,572	1,613,710	6,240,815	5,866,000
Liabilities							
Accounts Payable	30,772	0	0	0	30,772	0	0
Retainage Payable	0	0	0	106,192	106,191	0	0
Accrued Expenses	15,525	0	0	0	15,525	0	0
Due To Other	3,763	0	0	0	3,763	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	5,866,000
Total Liabilities	50,059	0	0	106,192	156,251	0	5,866,000
Fund Equity & Other Credits							
Beginning Fund Balance	357,994	461,582	206,824	1,894,461	2,920,861	0	0
Investment In General Fixed Assets	0	0	0	0	0	6,240,815	0
Net Change in Fund Balance	(63,045)	79,870	(9,147)	(1,471,080)	(1,463,402)	0	0
Total Fund Equity & Other Credits	294,949	541,452	197,677	423,381	1,457,459	6,240,815	0
Total Liabilities & Fund Equity	345,008	541,452	197,677	529,572	1,613,710	6,240,815	5,866,000

See Notes to Unaudited Financial Statements

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	5,798	(5,798)
Special Assessments				
Tax Roll	901,541	901,541	912,522	(10,981)
Other Misc. Revenues				
Key/Access/Transponder Revenue	0	0	767	(767)
Total Revenues	901,541	901,541	919,087	(17,546)
Expenditures				
Legislative				
Supervisor Fees	16,000	16,000	12,400	3,600
Total Legislative	16,000	16,000	12,400	3,600
Financial & Administrative				
Administrative Services	5,709	5,709	5,709	0
District Management	35,893	35,893	35,893	0
District Engineer	8,200	8,200	13,619	(5,419)
Disclosure Report	5,000	5,000	5,000	0
Trustees Fees	8,082	8,082	6,061	2,021
Assessment Roll	5,000	5,000	5,000	0
Financial & Revenue Collections	3,740	3,740	3,740	0
Accounting Services	20,658	20,658	20,658	0
Auditing Services	3,435	3,435	3,435	0
Arbitrage Rebate Calculation	500	500	950	(450)
Public Officials Liability Insurance	3,730	3,730	3,341	389
Legal Advertising	1,500	1,500	5,274	(3,774)
Technology Services Contract	2,280	2,280	1,810	470
Bank Fees	500	500	565	(65)
Dues, Licenses & Fees	2,500	2,500	491	2,009
Website ADA Compliance Contract	1,538	1,538	2,008	(470)
Total Financial & Administrative	108,265	108,265	113,554	(5,289)
Legal Counsel				
District Counsel	8,000	8,000	26,569	(18,569)
Total Legal Counsel	8,000	8,000	26,569	(18,569)
Security Operations				
Security Services & Patrols	21,450	21,450	24,280	(2,830)
Total Security Operations	21,450	21,450	24,280	(2,830)
Electric Utility Services				

See Notes to Unaudited Financial Statements

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Utility Services	60,000	60,000	62,066	(2,066)
Utility - Recreation Facilities	6,500	6,500	4,961	1,539
Utility - Street Lights	8,000	8,000	6,226	1,774
Total Electric Utility Services	74,500	74,500	73,253	1,247
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	3,000	3,000	3,258	(258)
Total Garbage/Solid Waste Control Services	3,000	3,000	3,258	(258)
Water-Sewer Combination Services				
Utility Services	6,500	6,500	8,504	(2,004)
Total Water-Sewer Combination Services	6,500	6,500	8,504	(2,004)
Stormwater Control				
Aquatic Maintenance	25,260	25,260	24,390	870
Fountain/Aeration Repairs & Maintenance	3,600	3,600	7,806	(4,206)
Brazilian Pepper Removal	15,000	15,000	8,271	6,729
Aquatic Service Outside Contracts	35,000	35,000	26,067	8,933
Conservation & Weir Maintenance Contract	3,340	3,340	3,265	75
Hurricane Related Expenses	0	0	2,395	(2,395)
Total Stormwater Control	82,200	82,200	72,194	10,006
Other Physical Environment				
Property Insurance	13,159	13,159	16,780	(3,621)
General Liability Insurance	5,087	5,087	3,948	1,139
Well & Pump Maintenance	8,000	8,000	3,318	4,682
Well & Pump Maintenance Contract	3,080	3,080	0	3,080
Entry & Walls Maintenance & Repair	1,500	1,500	0	1,500
Landscape Maintenance	160,000	160,000	153,587	6,413
Landscape - Fertilizer	28,865	28,865	22,129	6,736
Tree Trimming Services	10,000	10,000	13,755	(3,755)
Landscape Replacement Plants, Shrubs, Trees	30,000	30,000	58,550	(28,550)
Field Services	9,000	9,000	9,000	0
Landscape - Annuals/Flowers	10,000	10,000	7,840	2,160
Holiday Decorations	500	500	1,608	(1,108)
Landscape - Mulch	18,000	18,000	990	17,010
Clock Tower Maintenance	500	500	0	500
Irrigation Repair	6,500	6,500	10,407	(3,907)
Hurricane Related Expenses	0	0	26,538	(26,538)
Total Other Physical Environment	304,191	304,191	328,450	(24,259)
Parks & Recreation				
Telephone	1,081	1,081	0	1,081

See Notes to Unaudited Financial Statements

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Management Contract	16,800	16,800	16,800	0
Employee - Salaries	178,000	178,000	121,646	56,354
Employee - Payroll Taxes	20,000	20,000	8,799	11,201
Employee - Workers Comp Insurance	6,800	6,800	1,138	5,662
Employee - Health Insurance	6,000	6,000	3,509	2,491
Employee - Payroll Processing Fees	6,500	6,500	2,207	4,293
Telephone, Internet, Cable	4,100	4,100	4,302	(202)
Pool Permits	1,000	1,000	425	575
HVAC Maintenance Contract	4,536	4,536	4,993	(457)
Furniture Repair & Replacement	500	500	0	500
Pool Service Contract	16,000	16,000	8,100	7,900
Pressure Washing	12,500	12,500	9,000	3,500
Maintenance & Repairs	30,000	30,000	39,846	(9,846)
Vehicle Maintenance	2,000	2,000	0	2,000
Pest Control Contract	868	868	2,598	(1,731)
Computer Support, Maintenance & Repair	2,000	2,000	677	1,324
Wildlife Management Services	12,000	12,000	13,883	(1,883)
Pool Repairs	5,000	5,000	6,683	(1,683)
Janitorial Service	5,100	5,100	0	5,100
Surveillance System Contract	2,520	2,520	3,397	(877)
Fitness Equipment Service Contract	700	700	379	321
Surveillance System Repairs/Additions	7,500	7,500	13,175	(5,675)
Fitness Equipment Repair	5,000	5,000	190	4,810
Office Supplies	2,500	2,500	4,130	(1,630)
Maintenance & Monitoring Contracts	540	540	0	540
Total Parks & Recreation	349,545	349,545	265,877	83,668
Contingency				
Miscellaneous Contingency	25,000	25,000	24,041	959
Total Contingency	25,000	25,000	24,041	959
Total Expenditures	998,651	998,651	952,380	46,270
Total Excess of Revenues Over(Under) Expenditures	(97,110)	(97,110)	(33,293)	(63,817)
Total Other Financing Sources(Uses)				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	22,552	(22,552)
Interfund Transfer (Expense)				
Interfund Transfer	0	0	(52,304)	52,304
Carry Forward Fund Balance				
Carry Forward Fund Balance	97,110	97,110	0	97,110
Total Other Financing Sources(Uses)	97,110	97,110	(29,752)	126,862

See Notes to Unaudited Financial Statements

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Fund Balance, Beginning of Period	0	0	357,994	(357,994)
Total Fund Balance, End of Period	0	0	294,949	(294,949)

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	9,400	(9,400)
Special Assessments				
Tax Roll	62,000	62,000	62,000	0
Other Misc. Revenues				
Insurance Proceeds	0	0	29,752	(29,752)
Total Revenues	<u>62,000</u>	<u>62,000</u>	<u>101,152</u>	<u>(39,152)</u>
Expenditures				
Contingency				
Capital Reserve	62,000	62,000	73,586	(11,586)
Total Contingency	<u>62,000</u>	<u>62,000</u>	<u>73,586</u>	<u>(11,586)</u>
Total Expenditures	<u>62,000</u>	<u>62,000</u>	<u>73,586</u>	<u>(11,586)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>27,566</u>	<u>(27,566)</u>
Total Other Financing Sources(Uses)				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	52,304	(52,304)
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>52,304</u>	<u>(52,304)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>461,582</u>	<u>(461,582)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>541,452</u>	<u>(541,452)</u>

510 Debt Service Fund S2015A1-A2/S2022 **Covington Park Community Development District**

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	2,188	(2,188)
Special Assessments				
Tax Roll	453,688	453,688	458,842	(5,154)
Total Revenues	<u>453,688</u>	<u>453,688</u>	<u>461,030</u>	<u>(7,342)</u>
Expenditures				
Debt Service				
Interest	94,688	94,688	97,112	(2,423)
Principal	359,000	359,000	359,000	0
Total Debt Service	<u>453,688</u>	<u>453,688</u>	<u>456,112</u>	<u>(2,423)</u>
Total Expenditures	<u>453,688</u>	<u>453,688</u>	<u>456,112</u>	<u>(2,423)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>4,918</u>	<u>(4,918)</u>
Total Other Financing Sources(Uses)				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	2,845	(2,845)
Interfund Transfer (Expense)				
Interfund Transfer	0	0	(22,553)	22,553
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>(19,708)</u>	<u>19,708</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>71,108</u>	<u>(71,108)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>56,318</u>	<u>(56,318)</u>

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	5,587	(5,587)
Special Assessments				
Tax Roll	144,921	144,921	146,567	(1,646)
Total Revenues	<u>144,921</u>	<u>144,921</u>	<u>152,154</u>	<u>(7,233)</u>
Expenditures				
Debt Service				
Interest	94,921	94,921	90,071	4,850
Principal	50,000	50,000	55,000	(5,000)
Total Debt Service	<u>144,921</u>	<u>144,921</u>	<u>145,071</u>	<u>(150)</u>
Total Expenditures	<u>144,921</u>	<u>144,921</u>	<u>145,071</u>	<u>(150)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>7,083</u>	<u>(7,083)</u>
Total Other Financing Sources(Uses)				
Interfund Transfer (Expense)				
Interfund Transfer	0	0	(1,439)	1,439
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>(1,439)</u>	<u>1,439</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>135,715</u>	<u>(135,715)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>141,359</u>	<u>(141,359)</u>

510 Capital Projects Fund S2015/S2022 **Covington Park Community Development District**

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	2,845	(2,845)
Total Revenues	<u>0</u>	<u>0</u>	<u>2,845</u>	<u>(2,845)</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>2,845</u>	<u>(2,845)</u>
Total Other Financing Sources(Uses)				
Interfund Transfer (Expense)				
Interfund Transfer	0	0	(2,845)	2,845
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>(2,845)</u>	<u>2,845</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>162,631</u>	<u>(162,631)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>162,631</u>	<u>(162,631)</u>

See Notes to Unaudited Financial Statements

Covington Park Community Development District

Statement of Revenues and Expenditures

As of 09/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 09/30/2023	Year To Date 09/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	40,754	(40,754)
Total Revenues	0	0	40,754	(40,754)
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	0	0	1,513,274	(1,513,274)
Total Other Physical Environment	0	0	1,513,274	(1,513,274)
Total Expenditures	0	0	1,513,274	(1,513,274)
Total Excess of Revenues Over(Under) Expenditures	0	0	(1,472,520)	1,472,520
Total Other Financing Sources(Uses)				
Interfund Transfer (Revenue)				
Interfund Transfer	0	0	1,439	(1,439)
Total Other Financing Sources(Uses)	0	0	1,439	(1,439)
Fund Balance, Beginning of Period	0	0	1,731,830	(1,731,830)
Total Fund Balance, End of Period	0	0	260,749	(260,749)

Covington Park Community Development District
Investment Summary
September 30, 2023

<u>Account</u>	<u>Investment</u>	<u>Balance as of September 30, 2023</u>
The Bank of Tampa	Money Market Account	\$ 3,136
The Bank of Tampa ICS Program		
City National Bank of Florida	Money Market Account	393
Flushing Bank	Money Market Account	79,595
Raymond James Bank	Money Market Account	14
Total General Fund Investments		<u><u>\$ 83,138</u></u>
The Bank of Tampa ICS - Capital Reserve		
City National Bank of Florida	Money Market Account	\$ 6
Flushing Bank	Money Market Account	43,841
Raymond James Bank	Money Market Account	248,796
U.S. Bank National Association	Money Market Account	248,809
Total Reserve Fund Investments		<u><u>\$ 541,452</u></u>
US Bank S2018 - Reserve	First American Treasury Obligation Fund Class Y	\$ 74,172
US Bank S2018 - Revenue	First American Treasury Obligation Fund Class Y	67,186
US Bank S2022 - Revenue	US Bank Mmkt 5 - Ct	56,319
Total Debt Service Fund Investments		<u><u>\$ 197,677</u></u>
US Bank S2018 - Construction	First American Treasury Obligation Fund Class Y	\$ 366,941
US Bank S2022 - Construction	US Bank Mmkt 5 - Ct	158,869
Total Capital Projects Fund Investments		<u><u>\$ 525,810</u></u>

From 09/1/2023 to 09/30/2023

Sum for 510, 2540
Sum for 510
Sum Total

**COVINGTON PARK
COMMUNITY DEVELOPMENT DISTRICT**

Capital Improvement Revenue Bonds, Series 2018

Construction Account Activity Through September 30, 2023

Inflows:

Debt Proceeds	\$ 2,291,931.41
Total Bond Proceeds:	2,291,931.41
Interest Earnings	109,903.47
Transfer from Reserve	3,523.63
Total Inflows:	\$ 2,405,358.51

Outflows:

Date	Requisition Number	Contractor	Amount	Status With Trustee as of 09/30/23
7/11/2018	COI	Bryant Miller Olive	\$ (50,000.00)	Cleared
7/11/2018	COI	Aponte Association	(20,000.00)	Cleared
7/11/2018	COI	Holland and Knight LLP	(5,250.00)	Cleared
7/11/2018	COI	Image Master	(1,500.00)	Cleared
7/11/2018	COI	Petitt Worrell Wolfe Rocha LLC	(12,500.00)	Cleared
7/11/2018	COI	Rizzetta & Company	(25,000.00)	Cleared
7/11/2018	COI	US Bank N.A. Trustee Fees	(5,250.00)	Cleared
Total COI Expenses:			(119,500.00)	
7/15/2019	CR1	S&P Global Ratings	(2,500.00)	Cleared
6/1/2022	CR2	Dewberry Engineers, Inc.	(4,347.50)	Cleared
6/1/2022	CR3	E & L Construction Group, Inc.	(93,249.00)	Cleared
6/1/2022	CR4	Fieldstone	(23,579.29)	Cleared
6/1/2022	CR5	Covington Park CDD	(450.00)	Cleared
6/24/2022	CR6	BOCC	(21,558.80)	Cleared
6/24/2022	CR7	Dewberry Engineers, Inc.	(3,642.50)	Cleared
6/24/2022	CR8	E & L Construction Group, Inc.	(57,249.00)	Cleared
7/18/2022	CR9	E & L Construction Group, Inc.	(147,541.50)	Cleared
8/10/2022	CR10	Dewberry Engineers, Inc.	(6,932.50)	Cleared
8/10/2022	CR11	E & L Construction Group, Inc.	(108,505.95)	Cleared
9/14/2022	CR12	Dewberry Engineers, Inc.	(3,525.00)	Cleared
9/14/2022	CR13	Fieldstone	(1,987.38)	Cleared
10/31/2022	CR14	Dewberry Engineers, Inc.	(2,467.50)	Cleared
10/31/2022	CR15	Fieldstone	(6,518.75)	Cleared
11/15/2022	CR16	Dewberry Engineers, Inc.	(1,880.00)	Cleared
12/8/2022	CR17	E & L Construction Group, Inc.	(172,095.35)	Cleared
12/8/2022	CR18	E & L Construction Group, Inc.	(124,270.45)	Cleared
12/8/2022	CR19	E & L Construction Group, Inc.	(96,705.25)	Cleared
1/9/2023	CR20	E & L Construction Group, Inc.	(224,676.33)	Cleared
1/20/2023	CR21	Dewberry Engineers, Inc.	(2,952.50)	Cleared

**COVINGTON PARK
COMMUNITY DEVELOPMENT DISTRICT**

Capital Improvement Revenue Bonds, Series 2018

Construction Account Activity Through September 30, 2023

2/15/2023	CR22	E & L Construction Group, Inc.	(19,620.35)	Cleared
2/22/2023	CR23	Dewberry Engineers, Inc.	(910.00)	Cleared
2/28/2023	CR24	Covington Park CDD	(1,645.00)	Cleared
2/28/2023	CR25	E & L Construction Group, Inc.	(49,022.14)	Cleared
3/15/2023	CR26	Dewberry Engineers, Inc.	(3,760.00)	Cleared
3/22/2023	CR27	Dewberry Engineers, Inc.	(1,530.00)	Cleared
4/11/2023	CR28	Admiral Furniture	(63,858.52)	Cleared
4/11/2023	CR29	Covington Park CDD	(175.00)	Cleared
4/11/2023	CR30	E & L Construction Group, Inc.	(141,773.29)	Cleared
4/26/2023	CR31	Dewberry Engineers, Inc.	(1,470.00)	Cleared
5/17/2023	CR32	E & L Construction Group, Inc.	(275,924.80)	Cleared
5/17/2023	CR33	FitRev	(32,000.00)	Cleared
5/31/2023	CR34	Dewberry Engineers, Inc.	(1,530.00)	Cleared
6/12/2023	CR35	E & L Construction Group, Inc.	(157,225.00)	Cleared
7/19/2023	CR36	E & L Construction Group, Inc.	(57,758.86)	Cleared
8/4/2023	CR37	Dewberry Engineers, Inc.	(3,060.00)	Cleared
	CR38	Dewberry Engineers, Inc.	(1,020.00)	Cleared
Total Requisitions:			(1,918,917.51)	

Total COI and Requisitions: (2,038,417.51)

Retainage: (106,191.68)

Total Outflows: (2,144,609.19)

Funds Available in Construction Account at September 30, 2023 \$ 260,749.32

Outstanding Contracts, net of Retainage

E&L Construction \$ 237,000.00

Contract Subtotal: 237,000.00

Uncommitted Funds Available at September 30, 2023 \$ 23,749.32

**COVINGTON PARK
COMMUNITY DEVELOPMENT DISTRICT**

Capital Improvement Revenue Bonds, Series 2022

Construction Account Activity Through September 30, 2023

Inflows:

Debt Proceeds	\$ 609,508.60
Total Bond Proceeds:	609,508.60
Total Inflows:	\$ 609,508.60

Outflows:

Date	Requisition Number	Contractor	Amount	Status With Trustee as of 09/30/23
3/24/2022	COI	Greenspoon Marder	\$ (7,500.00)	Cleared
3/24/2022	COI	Bryant Miller Olive	(27,000.00)	Cleared
3/24/2022	COI	Cohen Mooney	(16,500.00)	Cleared
3/24/2022	COI	Rizzetta & Company	(20,000.00)	Cleared
3/24/2022	COI	MBS Capital	(62,895.00)	Cleared
3/24/2022	COI	Holland Knight	(5,750.00)	Cleared
3/24/2022	COI	Causey Demgen	(1,750.00)	Cleared
3/24/2022	COI	US Bank	(6,600.00)	Cleared
		Total COI Expenses:	(147,995.00)	
3/17/2022	54	E & L Construction Group, Inc.	(68,319.00)	Cleared
3/17/2022	55	FitRev	(32,000.00)	Cleared
3/30/2022	56	Construction Management Services LLC	(1,123.00)	Cleared
3/30/2022	57	Dewberry Engineers, Inc.	(6,815.00)	Cleared
4/19/2022	58	E & L Construction Group, Inc.	(192,744.00)	Cleared
		Total Requisitions:	(301,001.00)	

Total COI and Requisitions:	(448,996.00)
Transfer COI Balance to Revenue	(1,643.81)
Due from GF	3,762.50
Total Outflows:	(446,877.31)

Funds Available in Construction Account at September 30, 2023 \$ 162,631.29

Covington Park Community Development District
Notes to Unaudited Financial Statements
September 30, 2023

Balance Sheet

1. Trust statement activity has been recorded through 09/30/23.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Tab 11

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, September 25, 2023 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 agenda for this meeting:

Present and constituting a quorum were:

Stephen Brown	Board Supervisor, Chairman <i>(via phone)</i>
Scott Harrison	Board Supervisor, Vice Chairman
Tarlese Allen	Board Supervisor, Assistant Secretary
Rick Reidt	Board Supervisor, Assistant Secretary
David Koch	Board Supervisor, Assistant Secretary

Also present were:

Matt O'Nolan	District Manager, Rizzetta & Co., Inc.
David Jackson	District Counsel, Persson, Cohen, Mooney, Fernandez & Jackson
John Fowler	Landscape Specialist, Rizzetta & Co., Inc. <i>(via phone)</i>
Matthew Reed	Clubhouse Manager
Keith Remson	Representative, Remson Aquatics

FIRST ORDER OF BUSINESS

Call to Order

Mr. O'Nolan called the meeting to order and conducted roll call confirming a quorum for the meeting.

On a Motion by Mr. Harrison, seconded by Mr. Reidt, with all in favor, The Board approved for Mr. Brown to participate and vote via phone, for the Covington Park Community Development District.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. O'Nolan lead the Pledge of Allegiance for all who wished to participate.

THIRD ORDER OF BUSINESS**Audience Comments**

The Board heard comments regarding issues with pond 14,18,19, the construction project completion, and the bushes on the south corner of Regions Garden entrance need trimming

THIRD ORDER OF BUSINESS**Staff Reports****A. Landscape Inspection Report and Responses**

The Board requested clarification on the no mow zones around the ponds in the community.

The Board requested staff send communication to residents asking them to respect red zones for landscaping.

The Board requested that come Spring, look at removing annuals from future LMP proposals, and add a line item for plant/tree removal only.

1. Consideration of LMP Proposals

On a Motion by Ms. Allen, seconded by Mr. Harrison, with all in favor, The Board approved LMP proposal #85403, in the amount of \$2,800, for fall annuals, for the Covington Park Community Development District.

The Board requested LMP mow closer to resident fences than they are currently.

B. Presentation of Aquatics Report

Mr. Remson presented his report to the Board.

The Board requested Remson aquatics provide an update to the July District Engineer's environmental report priority items, and for Remson to provide proposals to address remaining priority items.

The Board suggested District Engineer revisit pond surveys and determine if new surveys are required.

The Board requested a proposal from Rizzetta in the October meeting regarding the new Pond inspection service.

C. Community Coordinator Report

Mr. Reed presented her report to the Board.

On a Motion by Ms. Allen, seconded by Mr. Koch, with all in favor, The Board approved the Nvirotect squirrel and rodent proposal, pending contract from District Counsel, in the amount of \$5,407, for the Covington Park Community Development District.

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, The Board approved the MHD printer replacement proposal, in the amount of \$3,073.71, for the Covington Park Community Development District.

The Board requested a revised quote from MHD with the correct number of access points for the pool.

On a Motion by Mr. Reidt, seconded by Mr. Koch, with all in favor, The Board approved the Orkin pest management proposal, pending contract from District Counsel, for the Covington Park Community Development District.

On a Motion by Mr. Reidt, seconded by Mr. Harrison, with all in favor, The Board approved the Zebra Cleaning Team Motor/pump parts replacement for pool pump, in the amount of \$2,326.39, for the Covington Park Community Development District.

On a Motion by Mr. Reidt, seconded by Mr. Koch, with all in favor, The Board approved the Nick Knows cleaning service proposal, pending contract provided by District Counsel, for the Covington Park Community Development District.

The Board requested District Counsel to send a notice of termination to Lennox Millennial Cleaning.

On a Motion by Mr. Reidt, seconded by Mr. Koch, with all in favor, The Board approved a 5am opening time for the fitness room, for the Covington Park Community Development District.

D. District Engineer Report**1. Update on Construction Project**

The Board requested District Manager to work with District Counsel to determine responsibility for anything that is not working/damaged, that was working/not damaged

prior to construction start.

E. District Counsel

Mr. Jackson presented his report to the Board.

The Board requested District Manager to work with District Counsel to determine responsibility for anything that is not working/damaged, that was working/not damaged prior to construction start.

On a Motion by Mr. Harrison, seconded by Mr. Reidt, with all in favor, the Board of Supervisors approved the EGIS Insurance Renewal for FY 23-24, for the Covington Park Community Development District.

F. District Manager

Mr. O’Nolan noted the next meeting will be held on October 23, 2023 at the Covington Park Clubhouse at 6:00 pm.

1. Review of District Manager Report

Mr. O’Nolan presented his report to the Board.

On a Motion by Mr. Harrison, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the annual renewal of the Audit Service contract with Berger, Tombs, and Elam, for the Covington Park Community Development District.

On a Motion by Mr. Reidt, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved to renew the Bales Security agreement and the MHD Access systems agreement, for the Covington Park Community Development District.

On a Motion by Mr. Reidt, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved to renew the Remson Aquatics agreement on a monthly basis, for the Covington Park Community Development District.

2. Review of Financial Statement

Mr. O’Nolan presented the Financial Statement to the Board.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting held on July 24, 2023, August 28, 2023 & the Operation & Maintenance Expenditures for July 2023

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 July 24, 2023, and on August 28, 2023, and approved the Operation & Maintenance Expenditures for August 2023, in the amount of \$77,157.93, for the Covington Park Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Aqua Fitness Classes

On a Motion by Ms. Allen, seconded by Mr. Reidt, with all in favor, the Board of Supervisors approved the Aqua Fitness classes, pending vendor agreement, for the Covington Park Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of E&L Change Order Request

On a Motion by Mr. Reidt, seconded by Mr. Koch, with all in favor, the Board approved the E&L Change Order Request #15, with a total amount of \$123,077.79, for the Covington Park Community Development District.

NINTH ORDER OF BUSINESS

Supervisor Requests

Supervisor Reidt requested that Remson Aquatics use caution tape on equipment.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Mr. O'Nolan stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Mr. Brown, seconded by Mr. Reidt, with all in favor, the Board of Supervisor adjourned the meeting at 8:36 p.m., for the Covington Park Community Development District.

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Assistant Secretary

Chair / Vice Chair

Tab 12

COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

September 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2023 through September 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$140,965.90**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

<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.	100359	38784	On Site Security 08/13/23 - 08/26/23	\$ 950.00
A Bales Security Agency, Inc.	100374	38800	On Site Security 08/27/23 - 09/03/23	\$ 997.50
A Bales Security Agency, Inc.	100385	38817	On Site Security 09/10/23 - 09/23/23	\$ 950.00
ABM Building Services, LLC	100360	18446231	Clubhouse Maintenance 08/23	\$ 390.00
ABM Building Services, LLC	100367	18476967	Addition Charges R-410A Refrigerant 08/23	\$ 324.88
ABM Building Services, LLC	100386	18534126	Clubhouse Maintenance 09/23	\$ 390.00
Access Residential Management, LLC	100381	CPCDD-2023-8F	Management Fees 08/23	\$ 1,400.00
Access Residential Management, LLC	100381	CPCDD-2023-8P	Payroll 08/23	\$ 11,618.96
Access Residential Management, LLC	100381	CPCDD-2023-9F	Management Fees 09/23	\$ 1,400.00
Access Residential Management, LLC	100381	CPCDD-2023-9P	Payroll 09/23	\$ 24,335.78
Bad Boar Trapping and Outfitters, LLC	100375	1987	Boar Trapping 08/23 & 09/23	\$ 2,300.00
Bryan Hindman Electric, LLC	100376	3874	Electrical Lighting- Pool 09/23	\$ 875.00
Bryan Hindman Electric, LLC	100376	11325-1	Electrical Lighting Covington Stone 08/23	\$ 6,640.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Covington Park CDD	DC 090723	DC 090723	Debit Card Replenishment	\$ 282.47
Covington Park CDD	DC 091023	DC 091023	Debit Card Replenishment	\$ 365.67
David K Koch	100361	DK082823	Board of Supervisor Meeting 08/28/23	\$ 200.00
Dewberry Engineers, Inc.	100362	2321561-000	Engineering Services 07/23	\$ 387.50
Digicom	100382	81096	Alarm Monitoring 07/01/23- 09/30/23	\$ 135.00
Egis Insurance Advisors, LLC	100383	19822	GL/Property/POL 10/01/23- 10/01/24	\$ 37,910.00
Florida Department of Revenue	100377	39-8015600658-7 08/23	Sales Tax 08/23	\$ 24.49
Frontier Florida, LLC	20230901-1	239-113-1133-112515-5 08/23 Autopay	Fios Internet 08/23	\$ 160.97
Frontier Florida, LLC	20230912-1	813-672-9423-121515-5 09/23 ACH	Internet & Cable 09/23	\$ 177.06
Hillsborough County BOCC	20230911-1	3344800000 08/23 Autopay	6806 Covington Garden Dr 08/23	\$ 431.52
Hillsborough County BOCC	20230911-1	4254220000 08/23 Autopay	6807 Guilford Bridge Dr 08/23	\$ 119.90
Hillsborough County BOCC	20230911-1	7254220000 08/23 Autopay	6515 Carrington Sky Dr 08/23	\$ 33.28
Home Depot	100368	6035 3225 3191 8559 08/23	Supplies 08/23	\$ 580.45

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	100387	178017	Monthly Landscape Maintenance 09/23	\$ 11,503.40
Landscape Maintenance Professionals, Inc.	100387	178374	Tree Removal 08/23	\$ 1,225.00
Landscape Maintenance Professionals, Inc.	100387	178391	Pest Control 08/23	\$ 400.00
Landscape Maintenance Professionals, Inc.	100387	178409	Tree Removal 09/23	\$ 1,312.50
Landscape Maintenance Professionals, Inc.	100387	178449	Plant Removal 09/23	\$ 3,510.00
Lowe's	100378	091423 Lowes	Kitchen Remodel - 793751464/793751470	\$ 6,945.68
Mobile Helpdesk, Inc.	100371	31375	Service Call 08/23	\$ 112.50
Mobile Helpdesk, Inc.	100379	31398	Service Call 08/23	\$ 112.50
Mobile Helpdesk, Inc.	100379	31461	Quarterly Billing 10/23 - 12/23	\$ 225.00
Mobile Helpdesk, Inc.	100384	31207	Access Cards 08/23	\$ 275.00
Persson, Cohen & Mooney, P.A.	100388	4114	Legal Services 08/23	\$ 2,679.00
Redwire	100372	499816	CCTV Maintenance 09/23	\$ 173.94
Redwire	100372	499817	CCTV Maintenance Monarch Pool 09/23	\$ 61.72

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Redwire	100389	500659	System-Upgrade NVR 09/23	\$ 2,716.63
Redwire	100389	500660	CCTV Maintenance Monarch Pool 09/23	\$ 13.00
Redwire	100389	500662	CCTV Installation - Gym 09/23	\$ 610.39
Republic Services	20230907-1	0696-001128688 ACH	6806 Covington Garden 09/23	\$ 260.76
Rick L. Reidt	100363	RH082823	Board of Supervisor Meeting 08/28/23	\$ 200.00
Rizzetta & Company, Inc.	100358	INV0000083225	District Management Fees 09/23	\$ 6,440.00
Scott Harrison	100364	SH082823	Board of Supervisor Meeting 08/28/23	\$ 200.00
Stephen J Brown	100365	SB082823	Board of Supervisor Meeting 08/28/23	\$ 200.00
Tarlese Allen	100366	TA082823	Board of Supervisor Meeting 08/28/23	\$ 200.00
TECO	20230921-1	311000010158 08/23	TECO Summary 08/23	\$ 6,768.64
TECO	20230927-1	Autopay 211015064275 08/23B	7411 Surrey Pines Drive 08/23	\$ 531.61
TECO	20230927-1	Autopay 211015064382 08/23	7574 Oxford Garden Circle 08/23	\$ 78.57
Terminix	100373	Autopay 437454342	Pest Control Services 08/23	\$ 123.00

Covington Park Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	100380	0000297890 08/06/23	Acct#119376 Legal Ad 08/23	\$ 649.00
T-Mobile	100390	266025203-8	Phone Service 08/23	<u>\$ 57.63</u>
Total Report				<u>\$ 140,965.90</u>

Tab 13

COVINGTON PARK
COMMUNITY DEVELOPMENT DISTRICT

**RULES AND RATES FOR ALL
AMENITY FACILITIES**

Adopted on October 23, 2023

**Resident Services Located at:
Covington Park Clubhouse
6806 Covington Garden Drive
Apollo Beach, Florida 33572
(813) 672-9423**

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I. DEFINITIONS

“Amenity Facility” or “Amenity Facilities” – shall mean the properties and areas managed or owned by the District and intended for recreational use and shall include, but not specifically be limited to, the Clubhouse, Pools, Playgrounds, Parks, Dog Park, and Sports Courts, together with their appurtenant facilities and areas.

“Amenity Facilities Policies” or “Policies” – shall mean all Amenity Facilities Policies of Covington Park Community Development District, as amended from time to time.

“Amenity Manager” or “Amenity Staff” – shall mean the District employees or management company, including its employees, staff and agents, contracted by the District to manage all Amenity Facilities within the District, which facilities include, but are not limited to, the Covington Park Clubhouse, Monarch Park Pool and Guilford Park.

“Annual User Fee” – shall mean the fee established by the District for any person that is not a member and wishes to become a Non-Resident Member. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

“Board of Supervisors” or “Board” – shall mean the Covington Park Community Development District’s Board of Supervisors.

“Clubhouse” – shall mean the amenity building commonly referred to as the Covington Park Clubhouse, located at 6806 Covington Garden Drive, Apollo Beach, Florida 33572.

“District” – shall mean the Covington Park Community Development District.

“District Manager” – shall mean the professional management company with which the District has contracted to provide management services to the District.

“Dog Park” – shall mean the designated dog park owned and maintained by the District.

“Event Room” – shall mean the designated area in the Clubhouse that is available for holding private events subject to the terms and conditions provided herein.

“Facility Access Card” or “Access Card” shall mean that certain card issued and administered by the District that provides access to Amenity Facilities.

“Fitness Center” – shall mean the designated exercise area in the Clubhouse including the exercise equipment.

“Guest” or “Guests” – shall mean any Non-Resident who is invited and accompanied for the day by a Patron to participate in the use of the Amenity Facilities.

“Homeowner” – shall mean any person(s) or entity owning property within the District.

“Non-Resident” – shall mean any person or persons that do not own property within the District.

“Non-Resident Member” – shall mean any person not owning property in the District who is paying the Annual User Fee to the District for use of all Amenity Facilities.

“Parks” – shall mean any and all designated park areas owned and maintained by the District.

“Patron” or “Patrons” – shall mean any person lawfully on the premises abiding by and in accordance with all District rules, including these Rules and Rates for all Amenity Facilities.

“Playgrounds” – shall mean all areas owned and maintained by the District that include any playground equipment.

“Pool” or “Pool Area” – shall mean the Monarch Pool and the swimming pool adjacent to the Clubhouse, including the respective pool deck areas and splash pad area.

“Renter” – shall mean any tenant residing in a Homeowner’s home pursuant to a valid rental or lease agreement.

“Service Animal” – shall mean animals meeting the definition provided for under Section 413.08(1)(d), Florida Statutes (F.S.), as may be amended.

“Sports Courts” – shall mean the basketball court, tennis court, and volleyball court owned and maintained by the District.

II. ANNUAL USER FEE STRUCTURE

The annual user fee for persons not owning property within the District is \$1,492.00 per family which may be reviewed each year in conjunction with the adoption of the annual Fiscal Year budgets for the District. This fee will cover membership and privileges to use all Amenity Facilities for one (1) full year from the date of receipt of payment by the District. This fee must be paid in full at the time of the completion of the Non-Resident Member application. Each subsequent annual membership fee shall be paid in full on the anniversary date of application for membership. Such fee may be increased, not more than once per year, by action of the Board of Supervisors, to reflect increased costs of operation of the Amenity Facilities; such increase may not exceed ten percent (10%) per year. This membership is not available for commercial purposes.

III. FACILITY ACCESS CARDS

Two (2) Facility Access Cards are to be issued with the purchase of a residential unit in the District or when an Annual User Fee is paid in full; additional cards will be provided for family members sixteen (16) years of age and older at a cost of \$10.00 each. There is a \$10.00 charge to replace any lost or stolen cards. Should a Homeowner assign membership privileges to a Renter, that Renter will be required to purchase access cards at a cost of \$10.00 each to use during the term of the lease. An Access Card issued to a Renter will expire on the same date the lease expires, unless

notice of the lease renewal is provided to the District. All Patrons will be required to sign an Amenity Facilities registration form upon receiving their access card.

Access cards must be displayed at all times when using the Amenity Facilities.

IV. HOMEOWNER ASSIGNMENT & RENTER'S PRIVILEGES

- (1) Homeowners who rent out or lease out their residential unit(s) in the District shall have the right to assign the Renter of their residential unit(s) as the beneficial users of the Homeowner's membership privileges for purposes of Amenity Facilities use. Homeowner may assign his/her membership privileges in the rental agreement or a separate document, however, written proof acknowledging the assignment shall be necessary before Access Cards may be issued. A Homeowner that assigns the membership privileges associated with any lot in the community is surrendering his/her rights for the full term of the lease period to the Renter. Homeowner privileges shall be reinstated to the Homeowner upon expiration of the lease or proof that the lease has been terminated, provided, however, that Homeowner shall be responsible for all fees to obtain new Access Card(s).
- (2) In order for the Renter to be entitled to use the Amenity Facilities, the Renter must acquire a membership with respect to the residence which is being rented or leased. A Renter who is designated as the beneficial user of the Homeowner's membership shall be entitled to the same rights and privileges to use the Amenity Facilities as the Homeowner.
- (3) During the period when a Renter is designated as the beneficial user of the membership, the Homeowner shall not be entitled to use the Amenity Facilities with respect to that membership.
- (4) Homeowners shall be responsible for all damages caused by the Renter to any Amenity Facilities or charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Homeowners are responsible for the deportment of their respective Renter.
- (5) Renters shall be subject to such other rules and regulations as the Board may adopt from time to time.

V. GUEST POLICY

- (1) **All Pools** – Patrons under the age of eighteen (18) are not permitted to bring any Guests. Patrons eighteen (18) years of age or older are permitted to bring two (2) Guests each.
- (2) **Fitness Center** – One (1) Guest per Patron eighteen (18) years of age or older is allowed in the Fitness Center during non-peak usage times only. Patrons may bring a trainer to the Fitness Center for personal training sessions. At no time shall the maximum capacity for the Fitness Center be exceeded. If maximum capacity is reached, priority will be given to Patrons.

- (3) Patrons ages sixteen (16) years of age and older are permitted to bring one (1) Guest to all other Amenity Facilities except the Pools or Fitness Center. That Guest must be sixteen (16) years of age or older and have proper identification to verify age when being accompanied by a Patron sixteen (16) years of age or older.
- (4) Guests must be accompanied by a Patron when using any Amenity Facility. Patron will be responsible for any damages caused by Guests while using the Amenity Facilities.

VI. GENERAL AMENITY FACILITY PROVISIONS

- (1) The Board reserves the right to amend, modify, or delete, in part or in their entirety, these Rules and Policies when necessary, at a duly-noticed Board meeting, and will notify the Patrons of any changes. However, in order to change or modify rates or fees beyond the increases specifically allowed for by the District's rules and regulations, the Board must hold a duly-noticed public hearing on said rates and fees.
- (2) All Patrons must have their assigned access card upon entering the amenities. Cards are only to be used by the Patron they are issued to.
- (3) Children under sixteen (16) years of age must be accompanied by an adult Patron aged eighteen (18) or older.
- (4) All hours of operation of Amenity Facilities will be established and published by the District. The Clubhouse Facilities will be closed on the following holidays: Easter, Thanksgiving Day, Christmas Day and New Year's Day. The Clubhouse Facilities may also have limited hours of operation or be closed on Christmas Eve and New Year's Eve with Board authorization.
- (5) Dogs and all other pets (with the exception of Service Animals) are not permitted at the Clubhouse and pool area. Where Service Animals are permitted on the grounds, they must be leashed. Patrons are responsible for picking up after all pets as a courtesy to residents and in accordance with the law.
- (6) Alcoholic beverages shall not be served or sold, nor permitted to be consumed on the Amenity Facilities premises unless at pre-approved private parties at designated Amenity Facilities listed in this policy manual. Alcoholic beverages may also be served at District pre-approved special events.
- (7) Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, or in any way which blocks the normal flow of traffic.
- (8) Fireworks of any kind are not permitted anywhere on the Amenity Facilities or adjacent areas.
- (9) Only District employees and staff are allowed in the service areas of the Amenity Facilities.

- (10) The Board of Supervisors (as an entity) and the District Manager, the Amenity Manager and its staff shall have full authority to enforce these policies.
- (11) Smoking is not permitted anywhere in the Amenity Facilities, except in designated areas.
- (12) Guests must be accompanied by a Patron while using the Amenities.
- (13) Patrons must present their Access Cards when requested by staff at any Amenity Facility.
- (14) All Patrons must use their card for entrance to the Amenity Facility. All lost or stolen access cards should be reported immediately to the Amenity Center Manager. There will be a \$10.00 replacement card fee.
- (15) Disregard for any Amenity Facilities rules or policies may result in expulsion from the facility and/or loss of Amenity Center privileges in accordance with the procedures set forth herein.
- (16) Patrons and their Guests shall treat all staff members with courtesy and respect.
- (17) Golf carts, off-road bikes/vehicles (including ATV's), and motorized scooters are prohibited on all property owned, maintained, and operated by the District or at any of the Amenities within District unless they are owned by the District.
- (18) Skateboarding is not allowed on any Amenity Facilities.
- (19) Commercial advertisements shall not be posted or circulated in the Amenity Facilities. Petitions, posters or promotional material shall not be originated, solicited, circulated or posted on Amenity Facilities property unless approved by the Amenity Manager.
- (20) The Amenity Facilities shall not be used for commercial purposes without written permission from the Amenity Manager and the District Manager. The term "commercial purposes" shall mean those activities which involve, in any way, the provision of goods or services for compensation.
- (21) Firearms or any other weapons are not permitted in any of the Amenity Facilities.
- (22) The Amenity Manager reserves the right to authorize all programs and activities, including the number of participants, equipment and supplies usage, facility reservations, etc., at all Amenity Facilities, except usage and rental fees that have been established by the Board. The Amenity Manager also has the right to authorize management-sponsored events and programs to better serve the Patrons, and to reserve any Amenity Facility for said events (if the schedule permits) and to collect revenue for those services provided. This includes, but is not limited to, various athletic events and programs, and children's programs, social events, etc. Should the District be entitled to any of these revenues based on its established rental or usage fees, the Amenity Manager will ensure the District is compensated accordingly.
- (23) There is no trespassing allowed in all designated wetland conservation and/or mitigation areas located on District property. Trespasser will be reported to the local authorities.

- (24) Loitering (the offense of standing idly or prowling in a place, at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable and reasonable alarm or immediate concern for the safety of persons or property in the vicinity) is not permitted at any Amenity Facility.
- (25) All Patrons shall abide by and comply with any and all federal, state and local laws and ordinances while present at or utilizing the Amenity Facilities, and shall ensure that any minor for whom they are responsible also complies with the same.
- (26) Various areas of all Amenity Facilities are under twenty-four (24) hour video surveillance.
- (27) Outdoor grilling is prohibited at all Amenity Facilities unless at a District pre-approved special event or in a designated area.
- (28) Inflatable equipment, such as bounce houses, is not permitted at the Amenity Facilities unless specifically authorized by the District. Only commercial bounce houses shall be permitted with proof of appropriate insurance coverage.
- (29) Any vendor using CDD facilities for a private business (swim lessons, Zumba, etc.) must adhere to a vendor agreement with the District and must limit Covington Park non-residents to 50% of paying clients as a guest to any CDD facility.

VII. DAMAGE TO PROPERTY OR PERSONAL INJURY

Each Patron and each Guest as a condition of invitation to the premises of the Amenity Facility assume sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss or damage to any private property used or stored on the premises of the Amenity Facility.

No person shall remove from the room in which it is placed or from the Amenity Facilities' premises any property or furniture belonging to the District or its contractors without proper authorization. Amenity Facilities Patrons shall be liable for any property damage and/or personal injury at the Amenity Facilities, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, caused by the member, any Guests or any family members. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage or personal injury.

Any Patron, Guest or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the District or its contractors, or who engages in any contest, game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the District, either on or off the Amenity Facilities' premises, shall do so at his or her own risk, and shall hold the Amenity Facility, the District, the Board of Supervisors, District employees, District representatives, District contractors, District agents, harmless for any and all loss, cost, claim, injury damage or liability sustained or incurred by him or her, resulting there from and/or from any act of omission of the District, or their respective operators, Supervisors, employees, representatives, contractors, or agents. Any Patron shall have, owe, and perform the same obligation to the District and their respective operators, Supervisors, employees, representative, contractors, and agents hereunder in

respect to any loss, cost, claim, injury, damage or liability sustained or incurred by any Guest or family member of such Patron.

Should any party bound by these Policies bring suit against the District, the Board of Supervisors or staff, agents or employees of the District, any Amenity Facility operator or its officers, employees, representatives, contractors or agents in connection with any event operated, organized, arranged or sponsored by the District or any other claim or matter in connection with any event operated, organized, arranged or sponsored by the District, and fail to obtain judgment therein against the District or the Amenity Facility operator, officers, employee, representative, contractor or agent, said party shall be liable to the District for all costs and expenses incurred by it in the defense of such suit (including court costs and attorney's fees through all appellate proceedings).

VIII. GENERAL AMENITY FACILITY USAGE POLICY

All Patrons and Guests using the Amenity Facilities are required to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and rules of the District governing the Amenity Facilities. Violation of the District's Policies and/or misuse or destruction of Amenity Facility equipment may result in the suspension or termination of District Amenity Facility privileges with respect to the offending Patron or Guest. The District may pursue further legal action and restitution in regards to destruction of Amenity Facility property or equipment.

Hours: The District Amenity Facilities are available for use by Patrons during normal operating hours. Operating hours shall be established and posted by the District.

Emergencies: Call 911. After contacting 911, all emergencies and injuries occurring on the Amenity Facilities must be reported to the Amenity Staff and the office of the District Manager.

Persons using the Amenity Facilities do so at their own risk. Amenity Manager's staff members are not present to provide personal training, exercise consultation or athletic instruction, unless otherwise noted, to Patrons or Guests. Persons interested in using the Amenity Facilities are encouraged to consult with a physician prior to commencing a fitness program.

IX. GENERAL RULES FOR ALL POOLS

(1) There shall be posted signage as follows:

****NO LIFEGUARD ON DUTY – SWIM AT YOUR OWN RISK****

- (2) All Patrons must use their assigned Access Card to enter the pool area. At any given time, a family may accompany a maximum of two (2) Guests per adult Patron to the swimming pools.
- (3) Children under sixteen (16) years of age must be accompanied by an adult Patron at all times for usage of the pool facilities.
- (4) Amplified sound is not permitted. Audio playing devices are not permitted unless they are personal units equipped with headphones.
- (5) Swimming is permitted only during designated hours, as posted at the Pool. Swimming after dusk is prohibited by the Florida Department of Health. During the posted hours Patrons swim at their own risk while adhering to swimming pool rules. The Pools may be closed at any time due to weather conditions.
- (6) Showers are required before entering the pools.
- (7) Glass containers are not permitted in the pool area.

- (8) Alcoholic beverages are not permitted in the pool area.
- (9) No jumping, pushing, running or other horseplay is allowed in the pool or on the pool deck area.
- (10) Children under three (3) years of age, and those who are not reliably toilet trained, must wear swim diapers, as well as a swim suit over the swim diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.
- (11) Play equipment, such as floats, rafts, snorkels, dive sticks, and flotation devices must meet with Amenity Staff approval prior to use. The facility reserves the right to discontinue usage of such play equipment during times of peak or scheduled activity at the pool, or if the equipment provides a safety concern.
- (12) Diving is strictly prohibited at all pools, with the exception of Swim Team competitions pre-approved by the Board of Supervisors.
- (13) Swimming Pool hours will be posted. Pool availability may be limited or rotated in order to facilitate maintenance of the facility. Depending upon usage, the pool may be closed for various periods of time to facilitate maintenance and to maintain health code regulations.
- (14) Any person swimming during non-posted swimming hours may be suspended from using the facility and possibly all the facilities.
- (15) Proper swim attire must be worn in the pool; no jeans or cutoffs will be allowed.
- (16) No food (including chewing gum) is permitted in the pool or on the pool deck area. Food is only allowed under the covered area where the tables are located.
- (17) The changing of diapers or clothes is not allowed in the pool area or on the tables.
- (18) No one shall pollute or contaminate the pool. If contamination occurs, the pool will be closed for such time as necessary to comply with Health codes and the water will be shocked with chlorine to kill the bacteria. Anyone who does pollute or contaminate the pool is liable for any costs incurred in treating and reopening the pool and will be subject to suspension of privileges.
- (19) Remote controlled water craft are not allowed in the pool area.
- (20) Pool entrances must be kept clear at all times.
- (21) No swinging on ladders, fences, or railings is allowed.
- (22) Pool furniture is not to be removed from the pool area.
- (23) Loud, profane, or abusive language is absolutely prohibited.
- (24) No physical or verbal abuse will be tolerated.

- (25) Chemicals used in the pool may affect certain hair or fabric colors. The District is not responsible for these effects.
- (26) Animals (with the exception of Service Animals), bicycles, skateboards, roller blades, and scooters are not permitted in the Pools or on the pool deck area inside the pool gates at any time.
- (27) The Amenity Staff reserves the right to authorize all programs and activities, with regard to the number of Guest participants, equipment, supplies, usage, etc., conducted at the pool, including Swim Lessons, Aquatic/Recreational Programs and Home Owner's Association Sponsored Events.
- (28) Aquatic Toy and Recreational Flotation Device Policy
- Aquatic toys and equipment are not permitted in the Pool. Prohibited items include, but are not limited to, rafts, kickboards, inner tubes, scuba gear, swim fins, balls, Frisbees, inflatable objects, or other similar water play items.
 - Exceptions are Coast Guard approved personal flotation devices, kickboards for lap swimming/swim classes, masks, goggles, water wings, and water toys for organized special events.
 - Amenity Staff shall have final authority regarding the use of any and all aquatic toys and recreational flotation devices at the Pools.
- (29) Splash Pad Policy
- No food or beverages are permitted on the Splash Pad.
 - No glass is permitted on or near the Splash Pad.
 - No animals (other than Service Animals) are permitted on or near the Splash Pad.
 - Swallowing of fountain water is strictly prohibited.
 - Children under three (3) years of age, and those who are not reliably toilet trained, must wear swim diapers, as well as a swim suit over the swim diaper, to reduce the health risks associated with human waste in the Splash Pad area.
 - All children must be supervised by an adult Patron, at least eighteen (18) years of age, at all times on the Splash Pad.
 - All persons using the Splash Pad shall conduct themselves in a courteous, safe, and family-friendly manner.
 - The Splash Pad may be closed at any time due to weather conditions or for maintenance.

X. FITNESS CENTER POLICIES

All Patrons and Guests using the Fitness Center are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and rules of the District governing the Amenity Facilities. Disregard or violation of the District's policies and rules and misuse or destruction of Fitness Center equipment may result in the suspension or termination of Fitness Center privileges. The District may pursue further legal action and restitution in regards to destruction of Amenity Facility property or equipment.

Please note the Fitness Center is an unattended Amenity Facility. Persons using this Amenity Facility do so at their own risk. Staff is not present to provide Personal Training or Exercise Consultation to Patrons or Guests. Persons interested in using the Fitness Center are encouraged to consult with a physician prior to commencing a fitness program.

- (1) **Hours:** The Fitness Center is open for use by Patrons during normal operating hours to be established and posted by the District.
- (2) **Emergencies:** All emergencies and injuries must be reported to the Amenity Staff as well as the District Manager.
- (3) **Eligible Users:** Patrons and Guests sixteen (16) years of age and older are permitted to use the Fitness Center during designated operating hours. No one under the age of sixteen (16) is allowed in the Fitness Center at any time. Patron and Guest must provide proof of age if requested by Staff to use the Fitness Center.
- (4) **Guest Policy:** Refer to guest policy at Section V.
- (5) **Food and Beverage:** Food (including chewing gum) is not permitted within the Fitness Center. Beverages, however, are permitted in the Fitness Center if contained in non-breakable containers with screw top or sealed lids. Alcoholic beverages are not permitted.
- (6) **Proper Attire:** Appropriate clothing and athletic footwear (covering the entire foot) must be worn at all times in the Fitness Center. Appropriate clothing includes t-shirts, tank tops, shorts (no jeans), and/or sweat suits (no swimsuits).
- (7) **General Policies:**
 - Each individual is responsible for wiping off fitness equipment after use.
 - Use of personal trainers is not permitted in the Fitness Center unless pre-approved by the District.
 - Hand chalk is not permitted to be used in the Fitness Center.
 - Amplified sound is not permitted. Audio playing devices are not permitted unless they are personal units equipped with headphones.
 - Weights or other fitness equipment may not be removed from the Fitness Center.
 - Please limit use of cardiovascular equipment to thirty (30) minutes and step aside between multiple sets on weight equipment if other persons are waiting.
 - Please replace weights to their proper location after use.
 - Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights.
 - Any fitness program operated, established, and run by Amenity Staff may have priority over other users of the Fitness Center.

XI. SPORTS COURTS FACILITY POLICIES

All Patrons and Guests using the Sports Courts are expected to conduct themselves in a responsible, courteous and safe manner in compliance with all policies and rules of the District governing the Amenity Facilities. Disregard or violation of the District's policies and rules and misuse or destruction of Facility equipment may result in the suspension or termination of Facility privileges. The District may pursue further legal action and restitution in regards to destruction of Amenity Facility property or equipment. Guests may use the Sports Courts if accompanied by an adult Patron.

Please note that the Sports Courts are unattended Amenity Facilities and persons using these Amenity Facilities do so at their own risk. Persons interested in using these Amenity Facilities are encouraged to consult with a physician prior to use.

- (1) **Hours:** The Sports Courts are available for use by Patrons during normal operating hours which are posted. The Sports Courts may not be rented, and are available on a first come first serve basis.
- (2) **Emergencies:** All emergencies and injuries must be reported to the Amenity Staff as well as the District Manager at (813) 933-5571.
- (3) **Proper Attire:** Proper athletic shoes and attire are required at all times while on the Sports Courts. Proper attire shall consist of athletic shoes, shirts, and shorts or athletic pants.

Basketball Court Rules:

- The Basketball Court is open from 8:00am-10:00 pm, Monday through Sunday.
- The Basketball Court is for the play of Basketball only. Pets, roller blades, bikes, skates, skateboards, and scooters are prohibited at the facility.
- Beverages are permitted at the Basketball Court if contained in non-breakable containers with screw top or sealed lids. No glass containers are permitted on the Basketball Court.
- Alcoholic beverages are not permitted on the Basketball Court.
- Anyone under the age of sixteen (16) is not allowed to use the Basketball Court unless accompanied by an adult Patron.
- The Basketball Court is available on a first-come, first-served basis. It is recommended that persons desiring to use the Basketball Court check with the Amenity Staff to verify availability in case they are reserved for programs or closed for maintenance.
- Use of the Basketball Court is limited to one (1) hour when others are waiting.
- Proper Basketball etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.

- Persons using the Basketball Court must supply their own equipment.
- Persons using the Basketball Court shall clean up the court and surrounding area after use.

Tennis Court Rules

- The Tennis Court is open from 8:00am-10:00 pm, Monday through Sunday.
- The Tennis Court is for the play of tennis only. Pets, roller blades, bikes, skates, skateboards, and scooters are prohibited at the facility.
- Beverages are permitted at the Tennis Court if contained in non-breakable containers with screw top or sealed lids. No glass containers are permitted on the Tennis Court.
- Alcoholic beverages are not permitted on the Tennis Court.
- Anyone under the age of sixteen (16) is not allowed to use the Tennis Court unless accompanied by an adult Patron.
- The Tennis Court is available on a first-come, first-served basis, unless otherwise programmed by the District. Schedules of District tennis programs will be posted. It is recommended that persons desiring to use the Tennis Court check with the Amenity Staff to verify availability in case they are reserved for programs or closed for maintenance.
- Use of the Tennis Court is limited to one (1) hour when others are waiting.
- Proper Tennis etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
- Proper Tennis attire is required.
- Persons using the Tennis Court must supply their own equipment.
- Persons using the Tennis Court shall clean up the court and surrounding area after use.

XII. PARK, PLAYGROUND, AND OTHER FACILITY POLICIES

Playground and Park Rules

- Patrons and Guests may use the Playgrounds and Parks at their own risk and must comply with all posted signage. Playground and Parks are not staffed by the District.
- Children under the age of twelve (12) must be accompanied by an adult Patron in Playgrounds and Parks.
- No roughhousing is permitted in the Playgrounds or Parks.
- Persons using the Playgrounds and Parks must clean up all food, beverages and miscellaneous trash brought to the Playground or Park.
- Glass containers are prohibited in Playgrounds and Parks.
- The use of profanity or disruptive behavior is absolutely prohibited in Playgrounds and Parks.
- Alcoholic beverages are not permitted in the Playgrounds or Parks.
- Playground hours are dawn to dusk, Monday through Sunday.

Dog Park Policies

- **General.** The Dog Park is to be used exclusively for the enjoyment of canines with their owners.
- **Use at Own Risk.** Patrons and Guests may use the Dog Park at their own risk and must comply with all posted signage. The Dog Park is not staffed by the District. The District is not responsible for any injuries to visiting dogs, their owners, or others using the Dog Park.
- **Hours of Operation.** The Dog Park hours are from dawn to dusk.
- **Supervision of Children.** Supervision by an adult Patron, at least eighteen (18) years of age, is required for children under the age of twelve (12) years while using the Dog Park. Children must remain in the sight of the supervising adult Patron at all times.
- **Shoes.** Proper footwear is required for Patrons and Guests while using the Dog Park.
- **Equipment.** Equipment in the Dog Park shall only be used for its intended purpose. Misuse or destruction of the equipment or any District property in the Dog Park is prohibited.
- **Food.** People food is prohibited in the Dog Park.
- **Clean-up.** Patrons and Guests are responsible for clean-up of any items brought by them to the Dog Park.
- **Glass Containers.** No glass containers are permitted in the Dog Park.
- **Dogs and Use of Dog Park.**
 - Patrons and Guests using the Dog Park are responsible for the actions of their dogs.
 - Dog feces shall be picked up and disposed of by Patron/Guest.
 - Dogs using the Dog Park must wear current license tag and have a current rabies vaccination.
 - Dogs must be leashed when entering and leaving the Dog Park.
 - Patrons and Guests using the Dog Park must be present, with leash, and in view of their dog at all times.
 - Dogs shall be under voice control of Patron/Guest at all times.
 - Aggressive dogs will not be allowed to remain in the Dog Park.
 - Dogs in heat are prohibited from using the Dog Park.
 - Patron/Guest shall immediately fill in any holes dug by their dog.
- **Emergencies.** All emergencies and injuries must be reported to Amenity Staff immediately.

Pond Fishing and Swimming Rules

Patrons may fish from ponds located within the District. Patrons shall only access the District's Ponds through the proper access points. The District operates under a catch and release policy for all fish caught in the Ponds. The District's Ponds serve as storm water management purposes and persons are strictly prohibited from keeping or consuming any fish caught in a District Pond. The purpose of these bodies of water is to help facilitate the District's natural water system for stormwater runoff.

- Swimming is prohibited in all ponds on District property.
- No watercrafts of any kind are allowed in any of the ponds on District property unless required for maintenance and specifically authorized by the District.
- Parking along the county right of way or on any grassed area near the ponds is prohibited. It is recommended that residents wishing to fish in the ponds walk or ride bicycles.
- Continued violation of this policy will result in the immediate reporting to local law enforcement authorities.

XIII. FACILITY RENTAL POLICIES COVINGTON PARK CLUBHOUSE

Patrons may reserve the Event Room in the Clubhouse for private events. The Event Room is available for rental during regular hours of operation and reservations may not be made more than six (6) months prior to the event. Persons interested in doing so should contact the Amenity Manager regarding the anticipated date and time of the event to determine availability. Please note that the Event Room is unavailable for private events on the following holidays:

New Year's Day	Labor Day
Easter Sunday	Thanksgiving
Memorial Day	Christmas Eve
July 4 th	Christmas Day
New Year's Eve	

The Pools and pool deck areas are not available for private rental and shall remain open to other Patrons and their Guests during normal operating hours.

The Patron renting the Event Room shall be responsible for any and all damage and expenses arising from the event.

***Reservations:** Patrons interested in reserving the Event Room must submit to the Amenity Manager a completed Facility Rental Application. At the time of approval, the fees associated with the rental **must** be submitted to the Amenity Manager in order to reserve the room. One payment should be in the amount of the room rental fee and the other payment should be in the amount of One Hundred Fifty Dollars (\$150.00) as a deposit. All checks and money orders are made payable to the **Covington Park Community Development District**. The Amenity Manager will review the Facility Rental Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the District's Board of Supervisors for consideration. Reservations for Charity Events must be made at least thirty (30) days in advance of event and are contingent on District Board approval. Exceptions may be granted at the Board's discretion.

Available Facilities: The Event Room is available for private rental for up to a maximum of ten (10) hours for a full term rental or five (5) total hours for a half term rental, including set up and post-event cleanup.

Event Room at Covington Park Clubhouse;

Fifty (50) Person Capacity

Full Term:

12:00pm to 9:00pm, \$145.00

Half Term:

12:00pm to 4:00pm, \$50.00

5:00pm to 9:00pm, \$75.00

Staffing: One (1) staff person is required to be on duty on the District premises during the Event Room Rental.

Deposit: A deposit in the amount of One Hundred Fifty Dollars (\$150.00) is required at the time the reservation is approved. To receive a full refund of the deposit, the following must be completed timely by the Patron reserving the Event Room:

- Patron listed on Facility Rental Application shall be present for the duration of the rental.
- Ensure that all garbage is removed and placed in the dumpster.
- Remove all displays, favors or remnants of the event.
- Restore the furniture and other items to their original position.
- Wipe off counters, table tops, chairs and sink area.
- Replace garbage liner.
- Clean out and wipe down the refrigerator, microwave, oven, and all cabinets and appliances used.
- Clean any windows, doors, and mirrors in the Event Room.
- Sweep and mop floor.
- Ensure that no damage has occurred to the Clubhouse or to District property.

General Rules:

- Patron reserving the Event Room is responsible for ensuring that their guests for the event adhere to the policies set forth herein.
- Rental fees and deposits may be increased, not more than once per year, by action of the Board of Supervisors, to reflect increased costs of operation of the Amenity Facilities; such increase may not exceed ten percent (10%) per year.
- The volume of live or recorded music must not violate applicable Hillsborough County Noise Ordinances.

Each organization, group or individual reserving the use of the Event Room agrees to indemnify and hold harmless the District, and the District's officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the Event Room.

XIV. SUSPENSION AND TERMINATION OF PRIVILEGES & APPEAL PROVISIONS

The District must protect the rights and privileges of rule-abiding Patrons, and inappropriate behavior will not be accepted. All Patrons and Guests are responsible for compliance with these Rules and Rates for All Amenity Facilities (the "Rules"), which are established for the safe operations of the Amenity Facilities. The following policies address disciplinary and enforcement matters relating to the use of the District's Amenity Facilities

1. **General Rule.** All persons using the Amenity Facilities and entering District properties are responsible for compliance with the Rules.

2. **Access Card.** Access Cards are the property of the District. The District may request surrender of, or may deactivate, a person's Access Card for violation of the Rules.

3. **Suspension and Termination of Rights.** The District, through its Board, District Manager, or Amenity Manager shall have the right to restrict or suspend, and after a hearing as set forth herein, terminate the Amenity Facilities access of any Patron and members of their household or Guests to use all or a portion of the Amenity Facilities for any of the following acts (each, a "Violation"):

- a. Submitting false information on any application for use of the Amenity Facilities;
- b. Failing to abide by the terms of a Facility Rental Application;
- c. Permitting the unauthorized use of an Access Card or otherwise facilitating or allowing unauthorized use of the Amenity Facilities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by the Rules;
- g. Treating the District's Amenity Staff, contractors, representatives, residents, Patrons or Guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;

- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its Amenity Staff, contractors, representatives, residents, Patrons or Guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its Amenity Staff, contractors, representatives, residents, Patrons or Guests are likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by Amenity Staff (which verbal warning is not required); or
- m. Such person's Guest or a member of their household committing any of the above Violations.

Termination of access to the Amenity Facilities shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its Amenity Staff, contractors, representatives, residents, Patrons or Guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of access to the Amenity Facilities.

4. **Authority of District Manager and Amenity Manager.** The District Manager or the Amenity Manager, or their respective designee, has the ability to remove any person from one or all Amenity Facilities if a Violation occurs or, if in his/her reasonable discretion, it is the District's best interests to do so. The District Manager or the Amenity Manager, or their respective designee, may each independently at any time restrict or suspend for cause or causes, including but not limited to those Violations described above, any person's privileges to use any or all of the Amenity Facilities until the next regularly scheduled meeting of the Board of Supervisors that is at least eight (8) days after the initial suspension, as evidenced by the date of notice sent by certified or other mail service, or longer if such individual requests deferment of his or her right to due process. In the event of such a suspension, the District Manager, or his or her designee, shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

5. **Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the actual legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity Facilities access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

6. **Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose Guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property (“Property Damage Reimbursement”). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity Facilities access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

7. Initial Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.

a. If a person’s Amenity Facilities privileges are suspended, as referenced in Section 4 herein, a hearing shall be held at the next regularly scheduled Board meeting that is at least eight (8) days after the initial suspension, as evidenced by the date of notice sent by certified or other mail service, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, during which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of the District Manager, Amenity Staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing if they so choose. Any written materials should be submitted at least seven (7) days before the hearing for consideration by the Board. If the date of the suspension is less than eight (8) days before a Board meeting, the hearing may be scheduled for the following Board meeting at the discretion of the person subject to the suspension.

b. The person subject to the suspension may request an extension of the hearing date to a future Board meeting, which shall be granted upon a showing of good cause, but such extension shall not stay the suspension.

c. After the presentations by the Amenity Staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person’s escalation or de-escalation of the situation, and any prior Violations and/or suspensions.

d. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.

e. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next

regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.

f. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

8. **Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 3 herein. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 4, and the hearing shall be conducted in accordance with Section 7 herein.

9. **Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all Access Cards associated with an address within the District until such time as the outstanding amounts are paid.

10. **Appeal of Board Suspension.** After the hearing held by the Board required by Section 7, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 7(f), herein. Filing of an Appeal Request will be perfected and deemed to have occurred upon receipt by the District. Failure to timely file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

11. **Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenity Facilities, such person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law

enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenity Facilities after expiration of a suspension imposed by the District.

XV. INDEMNIFICATION

Each organization, group or individual reserving the use of the District's Amenity Facilities agrees to indemnify and hold harmless the District and the Amenity Manager, and the respective officers, agents and employees of each, from any and all liability, claims, actions, suits or demands by and person, corporation or other entity, for injuries, death, property damage of any nature, arising out of or in connection with, the use of the district lands, premises and / or facilities, including litigation or any appellate proceeding with respect thereto. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.

The District and its agents, employees and officers shall not be liable for, and the Homeowner, Renter or Non-Resident Member user shall release all claims for injury or damage to or loss of personal property or to the person, sustained by the user or any person claiming through the user resulting from any fire, accident, occurrence, theft or condition in or upon the District's lands, premises and/or facilities.

XVI.NATURAL BUFFER AREAS POLICY STATEMENT

The following is the policy statement of the District as it regards the natural tree protection, wetland and upland buffer areas that are scattered in large numbers throughout the Community. The policy statement is consistent with the policies of other governments including Hillsborough County and Southwest Florida Water Management District (SWFWMD) as it regards their natural, conservation tree protection and wetland conservation/preservation areas:

The natural areas are not intended to be maintained. These areas are to be left untouched to allow for nature to take its normal course. Vegetation that dies including, but not limited to trees are left to fulfill their role in nature's process.

Trees, within or immediately adjacent to these areas, that have died and appear to pose a threat of falling and damaging an abutting property owner's property may be addressed by the abutting property owner after securing permission to remedy the situation from the CDD and all required permits from all authorities having jurisdiction including Hillsborough County and SWFWMD. Such abutting property owner must initially contact the CDD for permission to address the removal or remediation of the threatening situation and shall then be responsible for any needed permitting or review by Hillsborough County and SWFWMD. Permitted trimming and/or removal, where warranted, shall be done at the expense of the abutting property owner. The goal is to minimize disturbance to these areas.

In the event that a tree does fall onto another's property, that property owner has the right to cut back or limb the tree as necessary to their individual property line. The rest of the tree is to be left as is. This would also pertain to normal maintenance, which would allow an owner to trim back any encroaching vegetation to their property line. No one is allowed to encroach into the natural areas for any reason, from maintenance to placement of personal property of any kind.

The above policies were adopted by the Board of Supervisors for the Covington Park Community Development District per Resolution 2023- [REDACTED] on October 23, 2023 at a duly noticed public meeting.

Tab 14

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COVINGTON PARK COMMUNITY DEVELOPMENT DISTRICT ADOPTING REVISED RULES AND RATES FOR ALL AMENITY FACILITIES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR REPEAL OF RULES IN CONFLICT THEREWITH.

WHEREAS, the Covington Park Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, Chapter 190, Florida Statutes, authorizes the District to adopt resolutions as may be necessary for the conduct of District business including rules, charges, and fees for usage of District amenities; and

WHEREAS, the District’s Board of Supervisors finds that it is in the best interests of the District to adopt by this Resolution the revised Rules and Rates for All Amenity Facilities attached hereto as Exhibit “A;” and

WHEREAS, the revised Rules and Rates for All Amenity Facilities are for immediate use and application, having been adopted after having held a public hearing before the District’s Board of Supervisors on October 23, 2023.

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

SECTION 1. The District’s Board of Supervisors hereby adopts the revised Rules and Rates for All Amenity Facilities, attached hereto as Exhibit “A.” The Rules referenced herein shall stay in full force and effect until such time as the Board of Supervisors may amend, rescind, or repeal the attached in accordance with Chapter 190, Florida Statutes, and other applicable law.

SECTION 2. District staff has provided notice to the general public in accordance with Chapters 120 and 190, Florida Statutes, and scheduled a public hearing before the Board of Supervisors.

SECTION 3. This Resolution shall repeal all Rules and Rates for All Amenity Facilities previously adopted by the District to the extent that they are in conflict.

SECTION 4. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 5. This Resolution shall become effective immediately upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 23rd day of October, 2023.

ATTEST:

**COVINGTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair / Vice Chair

Exhibit "A": Revised Rules and Rates for All Amenity Facilities

EXHIBIT “A”

Revised Rules and Rates for All Amenity Facilities

Tab 15



Corporate: 3040 Airpark Dr. South
Flint, MI 48507
810.744.4300 Office

Florida: 7247 Bryan Dairy Road
Largo, FL 33773
727.289.7072 Office

Change Order Request

Project: **Covington Park** COR #: 15
Date: 7/19/2023
To: Scott Harrison A/E Project Number 1829901.101
Covington Park Community Development District
From: Justin Luise Contractor Job Number 21236
E&L Construction Group

This Change Order Request (COR) contains and itemized quotation for changes in the Contract Sum or Contract Time in response to proposed modifications to the Contract Documents.

Reason for Change:
drop connection at existing manhole

Attached supporting information from: ☒ Subcontractor ☐ Supplier ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Description of Proposed Change:

1.	manhole drop connection	\$ 90,108.51
2.	security fencing	\$ 1,350.00
3.	compaction	\$ 650.00
4.	general conditions-4 weeks	\$ 17,153.00
5.		
6.		
7.		
8.		
9.		
10.		

\$109,261.51

O/H Profit \$13,816.28

Total \$123,077.79

Does Proposed Change involve a change in Contract Sum? ☐ No ☒ Yes ☒ Increase ☐ Decrease
Does Proposed Change involve a change in Contract Time? ☐ No ☒ Yes ☒ Increase ☐ Decrease 5 weeks

Architect
Fieldstone
12906 Tampa Oaks, Blvd.
Tampa, FL 33637

Contractor
E&L Construction Group
7247 Bryan Dairy Road
Largo, FL 33773

Owner
District's Administrative Agent
.
.

NA
Signature
By
Date

Signature
Justin Luise, PM
By
Date

Signature
Scott Harrison
By
Date



REQUEST FOR CHANGE ORDER

July 13, 2023

Justin Luise
The E&L Construction Group
10668 New East Boulevard
Apollo Beach, FL 33534

Project: Covington Park Amenity Center
Gibson, FL

Dear Luise,

We hereby request a change order for converting existing manhole to drop manhole per county requirements specified by Kathryn McAuliffe at PUD, detailed as follows:

-Labor	\$23,006.00
-Equipment	\$14,438.00
-Material	\$5,896.21
-Subcontract	<u>\$34,830.88</u>
Total Change Request:	\$90,108.51

Due to the size and location of the excavation, security fence is advised. Please confirm GC will provide security fence. This change order includes bringing the ring and cover to grade, providing and installing riser section, installation of outside drop, structural rebuild of invert/floor to accommodate new incoming pipe, lining of manhole, and restoration. Compaction testing by others. If reinforcement steel of outside drop is required EOR must provide design. Change order request will be revised per EOR outside drop reinforcement steel design. If you have any questions please feel free to contact me at any time.

Sincerely,
Raymow Construction Co. Inc.

Isaac Tillis

Isaac Tillis
Project Coordinator

Attachments: 2

RAYMOW CONSTRUCTION COMPANY, INC.
425 ROBERTS ROAD OLDSMAR, FL 34677
(813) 855-8484

COR #: 12
Date Issued: 06/29/23

Manpower

mob in, erosion control (300 lf of silt fence)	setup dewatering 24 x 24 x 24 and shoring 16 x 16 x 16	excavate and core manhole for drop connection	form and pour concrete drop	4' riser extension, set ring and cover to grade	backfill compaction testing by others	Manhole rebuild of invert/floor and lining	1800 sf sod	mob out	Day 6	Day 7
	24	10	10	10	10					
	24	8	16	8	16					
	24	8	16	8	16		2			
8	72	24	32	24	32		16			
2	2	2	2	2	2	2	1	1		
12								12		
4	2		2	2		2	1	2		
26	148	53	78		76			15	0	0

Hours	Rate	TOTAL
64	\$ 68.00	\$ 4,352.00
72	\$ 43.00	\$ 3,096.00
74	\$ 43.00	\$ 3,182.00
208	\$ 38.00	\$ 7,904.00
16	\$ 90.00	\$ 1,440.00
24	\$ 43.00	\$ 1,032.00
16	\$ 125.00	\$ 2,000.00
Subtotal:		\$ 23,006.00

[illegible]

Hours	Rate	TOTAL
40	\$ 107.00	\$ 4,280.00
32	\$ 85.00	\$ 2,720.00
34	\$ 107.00	\$ 3,638.00
16	\$ 24.00	\$ 384.00
16	\$ 26.00	\$ 416.00
24	\$ 125.00	\$ 3,000.00
0	\$ -	\$ -
0	\$ -	\$ -
0	\$ -	\$ -
0	\$ -	\$ -
Subtotal:	\$	14,438.00

12 24 24 24 56 12 0 0

Supplier	Description	Unit	Qty	Unit Price	
Niagara	Concrete (22" x 20" x 16") assumes cones is 4'	cy	5	\$ 324.00	\$ 1,620.00
Hayes	pipe and fittings		1	\$ 800.00	\$ 800.00
Home Depot	Invert concrete		4	\$ 8.96	\$ 35.84
Lowes	Lumber (6) 2x4x16 at \$11.28, (4) 4x8 plywood at \$45.38, (6) #4 rebar 10' at \$6.78, (40) #4 rebar 2' at \$4.22		1	\$ 458.68	\$ 458.68
Global	#57 stone	1	10	\$ 29.00	\$ 290.00
Oldcastle	riser	ls	1	\$ 1,030.00	\$ 1,030.00
	Silt fence	lf	300	\$ 0.50	\$ 150.00
	Sod	pl	5	\$ 125.00	\$ 625.00
				Total Costs:	\$ 5,009.52
				Taxes: 7%	\$ 350.67
				Markup: 10%	\$ 536.02
				Subtotal:	\$ 5,896.21

Subcontractors					
Subcontractor	Description	Unit	Qty	Unit Price	
Florida Dewatering	well points and pump		1	\$ 6,490.00	\$ 6,490.00
Flow line Tapping	Core and install boot		1	\$ 1,344.00	\$ 1,344.00
VanBuskirk	Survey		1	\$ 2,600.00	\$ 2,600.00
Truck	haul and return dirt	tr	12	\$ 660.00	\$ 7,920.00
Paintings and coatings	Manhole liner	ls	1	\$ 12,100.40	\$ 12,100.40
				Total Costs:	\$ 30,454.40
				Insurance: 1%	\$ 121.00
				Markup: 10%	\$ 4,255.48
				Subtotal:	\$ 34,830.88

[illegible]

		TOTAL
Mark Up:	10%	\$ 11,937.42
	0%	\$ -
Total:		\$ 90,108.51

Bond: \$ -

Total Change Order: \$ 90,108.51

From: McAuliffe, Kathryn <McAuliffeK@HillsboroughCounty.ORG>
Sent: Wednesday, July 5, 2023 11:06 AM
To: Licari, Giacomo <glicari@Dewberry.com>; Walker, Matt <mwalker@georgefyoung.com>
Cc: Campbell, Christopher <CampbellC@HillsboroughCounty.ORG>; Michnowicz, Christopher <MichnowiczC@hillsboroughcounty.org>; Goodwin, George <GoodwinG@HillsboroughCounty.ORG>; Scott Harrison <Seat1@CovingtonParkCDD.org>; Cabrera, Richard <CabreraR@HillsboroughCounty.ORG>
Subject: RE: COVINGTON PARK AMENITY - ROW#28618S SR#19-0133 Project ID#489

[CAUTION] External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

Yes, an inside drop does meet FDEP but not the County requirements.

You have not addressed the issue of the existing manhole being cored in the field. This should have been called out on the drawings and will require the existing manhole to be coated. How was the old invert repaired?

As for the manhole being below grade a new barrel section is required to bring it up to grade.

If you wish me to consider the use of an inside drop, you must submit detailed plans with information on the supports specified.

Thanks,
Kathryn

From: Licari, Giacomo <glicari@Dewberry.com>
Sent: Wednesday, June 28, 2023 8:53:15 AM
To: Jason Forsythe <jforsythe@raymow.net>
Cc: Justin Luise <Justin.luise@eandlgroun.com>; Scott Harrison <Seat1@CovingtonParkCDD.org>; Zachary Sample <Zak.Sample@eandlgroun.com>
Subject: FW: COVINGTON PARK AMENITY - ROW#28618S SR#19-0133 Project ID#489

Jason,
Please see email below, as you can see the county is denying the drop connection from the inside, therefore we need to use the county detail for the outside of the MH connection (attached)
From the detail you see that there are two cores into the MH, you can use the existing core for the top connection and the new core will be at the bottom of the you can have the core at above the MH bottom elevation.

In addition, at the bottom of the MH, you will have to form the "channel flow per county detail, also attached.

Please provide with a change order for this job.
Let me know if you need any mor details

Thank you,

Giacomo Licari, PE

Senior Project Manager

D 813.327.7044 C 813.298.4473

LICENSED PE: FL

www.dewberry.com

From: McAuliffe, Kathryn <McAuliffeK@HillsboroughCounty.ORG>

Sent: Monday, June 26, 2023 1:43 PM

To: Licari, Giacomo <glicari@Dewberry.com>; Walker, Matt <mwalker@georgefyoung.com>

Cc: Stewart, Craig <StewartCr@hillsboroughcounty.org>; Campbell, Christopher

<CampbellC@HillsboroughCounty.ORG>; Michnowicz, Christopher

<MichnowiczC@hillsboroughcounty.org>; Goodwin, George <GoodwinG@HillsboroughCounty.ORG>;

Scott Harrison <Seat1@CovingtonParkCDD.org>

Subject: RE: COVINGTON PARK AMENITY - ROW#28618S SR#19-0133 Project ID#489

[CAUTION] External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

While the plans may have been approved for construction, that does not absolve the design from not meeting FDEP or the County requirements. Please refer to the Hillsborough County Technical Manual Section 1.1.4, 1.2.4.4, and 1.6.1.

As for the manhole being below grade. There is nothing on the approved plans that would have indicated this condition. There are no profiles shown. It is the responsibility of the project to bring the new and existing manholes into compliance with the specifications. The new manhole appears to also require an outside drop as the NW invert is at 34.78-feet and the west and south inverts are at 30.69-feet. Since the existing manhole was repaired and cored with a new invert, was the repair to the existing manhole reviewed and approved?

Thanks,
Kathryn



Corporate: 3040 Airpark Dr. South
Flint, MI 48507
810.744.4300 Office

Florida: 7247 Bryan Dairy Road
Largo, FL 33773
727.289.7072 Office

Change Order Request

Project: **Covington Park** COR #: **16**
To: Scott Harrison Date: **8/2/2023**
Covington Park Community Development District A/E Project Number **1829901.101**
From: Justin Luise Contractor Job Number **21236**
E&L Construction Group

This Change Order Request (COR) contains and itemized quotation for changes in the Contract Sum or Contract Time in response to proposed modifications to the Contract Documents.

Reason for Change:
drop connection at existing onsite manhole

Attached supporting information from: ☒ Subcontractor ☐ Supplier ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Description of Proposed Change:

1.	manhole drop connection	\$ 85,319.98
2.	security fencing	\$ 1,350.00
3.	compaction	\$ 650.00
4.	general conditions-1 week	\$ 4,288.25
5.		
6.	add alternate- \$13,500 if manhole lining is required	
7.	add alternate- \$3,200 if mobilization required separately from onsite manhole revision	
8.		
9.		
10.		

\$91,608.23

O/H Profit \$13,098.00

Total \$104,706.23

Does Proposed Change involve a change in Contract Sum?

☐ No
☐ No

☒ Yes
☒ Yes

☒ Increase
☒ Increase

☐ Decrease
☐ Decrease

1 week

Architect
Fieldstone
12906 Tampa Oaks, Blvd.
Tampa, FL 33637

Contractor
E&L Construction Group
7247 Bryan Dairy Road
Largo, FL 33773

Owner
District's Administrative Agent
.
.

NA

Signature

Signature

Justin Luise, PM

Signature

Scott Harrison

By

By

By

Date

Date

Date

REQUEST FOR CHANGE ORDER

August 1, 2023

Justin Luise
The E&L Construction Group
10668 New East Boulevard
Apollo Beach, FL 33534

Project: Covington Park Amenity Center
Gibsonton, FL

Dear Luise,

We hereby request a change order for converting the proposed manhole with top elevation 41.20' to a drop manhole per county requirements specified by Kathryn McAuliffe at PUD, detailed as follows:

-Labor	\$21,196.00
-Equipment	\$11,974.00
-Material	\$4,683.90
-Subcontract	\$35,528.67
Total Change Request:	<u>\$85,319.98</u>

Add Alternate: If manhole lining is required, then add \$13,500.

No mobilization is included in this change order. If this scope can be complete with existing manhole scope, then there will be no additional mobilization. If this scope is performed independently, then add \$3,200.00 for equipment moves. Due to the size and location of the excavation, security fence is advised. Please confirm GC will provide security fence. This change order includes installation of outside drop, structural rebuild of invert/floor to accommodate new incoming pipe and restoration. Asphalt will be saw cut at least 1' past excavation. Compaction testing by others. If reinforcement steel of outside drop is required EOR must provide design. Change order request will be revised per EOR outside drop reinforcement steel design. If you have any questions please feel free to contact me at any time. This scope will take 30 additional contract days to complete.

Sincerely,
Raymow Construction Co. Inc.

Isaac Tillis

Isaac Tillis
Project Coordinator

Attachments: 5

RAYMOW CONSTRUCTION COMPANY, INC.
425 ROBERTS ROAD OLDSMAR, FL 34677
(813) 855-8484

16021COR #13

Page 1 of 1

Project Number: 21065
Project Name: Covington Park Amenity Center

COR #: 13
Date Issued: 06/29/23

Brief Description of Scope: Drop manhole conversion as per county engineering for proposed manhole

Manpower

4 Foreman								
2 Pipelayer								
3 Operator								
1 Laborer	8	72	10	24	32	32	4	2
6 Superintendent	2	2	2	2	2	2	2	1
5 Driver			2					
7 Management	4	2		1	2			1
Total Hours	14	148		53	78	76	8	22

Hours	Rate	TOTAL
68	\$ 68.00	\$ 4,624.00
64	\$ 43.00	\$ 2,752.00
78	\$ 43.00	\$ 3,354.00
200	\$ 38.00	\$ 7,600.00
17	\$ 90.00	\$ 1,530.00
2	\$ 43.00	\$ 86.00
10	\$ 125.00	\$ 1,250.00
Subtotal:		\$ 21,196.00

Machinery (w/o Operator)

04 200 Series Excavator	Day 1	Day 2		Day 2	Day 3	Day 4		Day 6	Day 7
05 Mini Excavator		8		8	8	8			
02 Loader 3½ CY		8		8	8	8		2	
15 Jumping Jack Tamp		8	6	8	8	8			2
14 Plate Tamp						16			
135 Street Saw						16			
09 8 Ton Roller			2						
10 Triaxle Dump							4		
Total Hours	0	24		24	24	56		2	2

Hours	Rate	TOTAL
32	\$ 107.00	\$ 3,424.00
34	\$ 85.00	\$ 2,890.00
40	\$ 107.00	\$ 4,280.00
16	\$ 24.00	\$ 384.00
16	\$ 26.00	\$ 416.00
2	\$ 26.00	\$ 52.00
4	\$ 88.00	\$ 352.00
2	\$ 88.00	\$ 176.00
Subtotal:		\$ 11,974.00

Material

Supplier	Description	Unit	Qty	Unit Price	
Niagara	Concrete (22" x 20" x 16')	cy	5	\$ 324.00	\$ 1,620.00
Hayes	pipe and fittings	ls	1	\$ 800.00	\$ 800.00
Home Depot	Invert concrete	bag	4	\$ 8.96	\$ 35.84
Lowes	Lumber (6) 2x4x16 at \$11.28, (4) 4x8 plywood at \$45.38, (6) #4 rebar 10' at \$6.78, (40) #4 rebar 2' at \$4.22	ls	1	\$ 458.68	\$ 458.68
Global	#57 stone	ea	10	\$ 29.00	\$ 290.00
	Silt fence	lf	300	\$ 0.50	\$ 150.00
	Sod	pl	5	\$ 125.00	\$ 625.00
					Total Costs: \$ 3,979.52
					Taxes: 7% \$ 278.57
					Markup: 10% \$ 425.81
					Subtotal: \$ 4,683.90

Subcontractors

Subcontractor	Description	Unit	Qty	Unit Price	
Florida Dewatering	well points and pump	ls	1	\$ 6,490.00	\$ 6,490.00
Flow line Tapping	Core and install boot	ls	1	\$ 1,344.00	\$ 1,344.00
VanBuskirk	Survey	ls	1	\$ 2,600.00	\$ 2,600.00
LS Curb	Curb	mob	1	\$ 3,750.00	\$ 3,750.00
Suncoast	Asphalt	ls	1	\$ 9,875.00	\$ 9,875.00
Truck	haul and return dirt	tr	12	\$ 660.00	\$ 7,920.00
					Total Costs: \$ 31,979.00
					nsurance: 1% \$ 319.79
					Markup: 10% \$ 3,229.88
					Subtotal: \$ 35,528.67

National Trench Safety
MISC.
The other M

Trench box includes delivery and pickup								
\$ 10,852.20								

		TOTAL
Mark Up:	10%	\$ 11,937.42
		\$ -
	0%	\$ -
Total:		\$ 85,319.98

Bond Required? n 2.50% 2.50% Bond: \$ -

Prepared By: INT Total Change Order: \$ 85,319.98

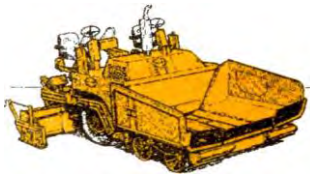
From: McAuliffe, Kathryn <McAuliffeK@HillsboroughCounty.ORG>
Sent: Monday, June 26, 2023 1:43 PM
To: Licari, Giacomo <glicari@Dewberry.com>; Walker, Matt <mwalker@georgefyoung.com>
Cc: Stewart, Craig <StewartCr@hillsboroughcounty.org>; Campbell, Christopher <CampbellC@HillsboroughCounty.ORG>; Michnowicz, Christopher <MichnowiczC@hillsboroughcounty.org>; Goodwin, George <GoodwinG@HillsboroughCounty.ORG>; Scott Harrison <Seat1@CovingtonParkCDD.org>
Subject: RE: COVINGTON PARK AMENITY - ROW#28618S SR#19-0133 Project ID#489

[CAUTION] External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

While the plans may have been approved for construction, that does not absolve the design from not meeting FDEP or the County requirements. Please refer to the Hillsborough County Technical Manual Section 1.1.4, 1.2.4.4, and 1.6.1.

As for the manhole being below grade. There is nothing on the approved plans that would have indicated this condition. There are no profiles shown. It is the responsibility of the project to bring the new and existing manholes into compliance with the specifications. The new manhole appears to also require an outside drop as the NW invert is at 34.78-feet and the west and south inverts are at 30.69-feet. Since the existing manhole was repaired and cored with a new invert, was the repair to the existing manhole reviewed and approved?

Thanks,
Kathryn



Suncoast Paving, Inc.

800 ANCLOTE ROAD • TARPON SPRINGS, FL 34689-6603

(727) 938-2411

WWW.SUNCOASTPAVING.COM

FAX (727) 938-4563

Page 1 of 2

ATTENTION: Isaac Tillis DATE: 7/31/2023
PHONE: 813-855-8484 FAX: _____
E-MAIL: itillis@raymow.net CELL: _____
CONTRACTOR: Raymow Construction Co., Inc.
PROJECT: Covington Park
LOCATION: 6806 Covington Drive in Apollo Beach
COUNTY: Hillsborough

We are pleased to submit our proposal to complete the above referenced project as follows:

Item No.	Description	Quantity	Unit	Unit Price	Total
1	Mobilization of equipment	1	Ea	\$1,200.00	\$ 1,200.00
2	Crew, equipment & 1 truck per day	1	Day	\$7,925.00	\$ 7,925.00
3	Asphalt for 31 SY of 1.5" SP 9.5 (5 tons minimum to keep hot)	5	ton	\$150.00	\$ 750.00
	Quoted with standard RAP mix: No tie in milling included			Total:	\$ 9,875.00

Notes:

* These are minimum SY's for this price.

* We will **HOLD** these prices through Aug 30th, **2023**. Paving done after that date may be subject to price increase.

Job Comments:

Prices are based upon weekday hours from 7:00 a.m. - 5:00 p.m.

We **DO NOT** include: Permits, Engineering, Testing, Layout, M.O.T., Traffic Control, or lighting for Night Work Paving.

Price includes **(1) Mobilization(s) only**. Additional Mobs per your request will be charged at **\$1,200.00 each**.

Average thickness allows for 105 lbs per sy/inch. Minimum thickness allows for 110 lbs per sy/inch.

Overrun beyond those amounts will be charged at: \$125 FC mix and **\$150.00 per ton SP mix**

A base inspection is required prior to paving.

Please allow us 3 to 4 weeks lead time for scheduling.

By signing page one you agree with page two stipulations

Respectfully Submitted,

Suncoast Paving, Inc.

THIS BID IS PROJECTED FOR

See Notes

Jim Churchill

Estimator

jim@suncoastpaving.com

Cell: 727 243 4116

Page 1 & Page 2 of this proposal accepted by: _____

Title: _____

Printed Name: _____

Date: _____

SUNCOAST PAVING, INC.

GENERAL TERMS AND CONDITIONS:

Page 2 of 2

Covington Park Apollo Beach

TERMS: Net Cash, 30 days from the date of invoice. In the event work requires more than 30 days to complete, we will invoice at the end of the month for all work performed in that month and will be entitled to receive payment of said invoice within 10 days from the date of invoice. Customer agrees to pay all costs of collection including court costs and reasonable attorney fees in state, federal, bankruptcy, and appellate courts. Claims, disputes and other matters in question arising out of or related to this project, are properly subject of venue in Pinellas County and the parties hereby waive other venue. A finance charge of 1 1/2% per month (18% per year) will be charged on all past due accounts.

Conditions: It is understood that the quantities stated are minimum's only and that the final payment will be based upon field measurement of work performed. Unless otherwise specified the thickness quoted is average thickness within D.O.T. tolerance. Overrun caused by improper line and grade is to be paid for by customer. This quotation is void if our inspection reveals that base preparation is not in accordance with standard good practice.

Responsibility: Responsibility for positive drainage cannot be accepted when surfacing or overlaying is placed upon existing base with inadequate slope or grade. Not responsible for underground utilities or installations unless shown on plans or notified in writing. Cost of engineering, testing, inspection and approvals not included unless specified above.

Acceptance: Please indicate your acceptance below and return the original to us, retaining one copy for your file. All quotations are subject to approval by our credit department before becoming contracts.

Liens: It is understood that the work contemplated and the resulting improvements will, when completed, constitute a lien against the property (and in the event improvements are dedicated to public use or otherwise alienated by the owner, then SUNCOAST PAVING, INC. is entitled to a lien on all property abutting said improvement).

General Terms: This agreement will be governed and construed in accordance with the laws of the State of Florida.

By signing page one you agree with page two stipulations



PHONE: (813) 737-1524 FAX (813) 650-8654

PROPOSAL

Submitted to:	Raymow Construction	Date:	8/1/2023	Change Order Type D Curb
Name:	Isaac	Job Name:	Covington Park Amenity Center Expansion	
Address:	101 Dunbar Avenue Suite B	Location Map:	6806 Covington Gardens Dr.	
City/State/Zip:	Oldsmar, FL 34677		Hillsborough County, FL	
Phone #:	(813) 855-8484	Email:		

We hereby submit specifications and estimates for approximately:

***Proposal is good through completion of work dated 12-23-23.**

***After 12-23-23 the unit pricing will increase 10% and good through 6-30-24.**

Description	Quantity	Unit	Amount	Total
1 Type D Curb Non-reinforced (Hand Formed)	55	LF	Mob	Charge

Estimated Total: \$3,750.00



***If Concrete Pumping is required, add \$2000.00 per day with 200 LF of hose. If additional hose is needed above the 200', it will be billed at \$3.00 per LF.**

***If Night work is required, add \$8000.00 per night for plant opening/management/overtime fee.**

Notes:

- 1 3,000 PSI Concrete (after 28 days), unless otherwise noted above.
- 2 Control Joints as required.
- 3 Others supply engineering.
- 4 Prices are based on regular daytime work week hours 7am thru 5pm.
- 5 Billing at actual field measurement.
- 6 100% payment within thirty (30) days after completion.
- 7 **This proposal is based on 1 mobilization.**
- 8 Permits By Others
- 9 Sodding By Others
- 10 Excavation & Compaction By Others, unless noted otherwise.
- 11 Asbuilt (shop drawings) and Survey by others if needed.
- 12 MOT By Others.

We herby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of:

billing at actual field measurement with payment to be made as follows:

Statement period closes on the 25th of the month. Payment must be received by the 10th day of the following month or a late charge will be added to the past due amount at the rate of 1.5% per month (18%) per annum. All material is guaranteed as specified. All work completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays control. This proposal subject to acceptance within 30 (thirty) days and is void thereafter at the option of the undersigned. I, the undersigned, here agree that in the event of default in the payment of any amount due, and if this account is placed in the hands of an agency or attorney for collection of legal action, to pay any additional charge equal to the cost of collection including agency and attorney fees and court costs incurred permitted by laws governing these transactions.

L.S. CURB SERVICE, INC.

Authorized Signature:

Robbie Hayward

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified.

Payments will be made as outlined above.

Accepted: Date: _____ Signature: _____

Print Name: _____



3040 AIRPARK DRIVE SOUTH
FLINT, MI 48507
Ph : (810)744-4300
Fax : (810)744-3824
www.eandlgroup.com

Letter of Transmittal

To: RAYMOW CONSTRUCTION CO INC
101 DUNBAR AVENUE
SUITE F
OLDSMAR, FL 34677

Transmittal #: 135

Date: 6/28/2022

Job: 21236 COVPAR-AMENITY CENTER-FLORIDA

Subject: Submittal

WE ARE SENDING YOU

- | | | | |
|---|--|---|----------------------------------|
| <input type="checkbox"/> Attached | <input type="checkbox"/> Under separate cover via the following items: | | |
| <input checked="" type="checkbox"/> Shop drawings | <input type="checkbox"/> Prints | <input type="checkbox"/> Plans | <input type="checkbox"/> Samples |
| <input type="checkbox"/> Copy of letter | <input type="checkbox"/> Change order | <input type="checkbox"/> Specifications | <input type="checkbox"/> Other |

Document Type	Copies	Date	No.	Description
Submittal	1		333100-2 Rev 1	Sanitary Sewer Precast Concrete Manhole Shop Drawings Resub. Status: Approved as noted

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|--|--|
| <input type="checkbox"/> (1) For approval | <input type="checkbox"/> (2) Approved as submitted | <input type="checkbox"/> (4) Resubmit ____ copies for approval |
| <input checked="" type="checkbox"/> (6) For your use | <input checked="" type="checkbox"/> (3) Approved as noted | <input type="checkbox"/> (9) Submit ____ copies for distribution |
| <input type="checkbox"/> (7) As requested | <input type="checkbox"/> (4) Returned for corrections | <input type="checkbox"/> (10) Return ____ corrected prints |
| <input type="checkbox"/> (5) For review and comment | <input checked="" type="checkbox"/> (8) MAKE CORRECTIONS NOTED | |
| <input type="checkbox"/> (11) FOR BIDS DUE | <input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US | |

Remarks:

Copy To:

From: KRIS BARRETT, Project Manager
kristina.barrett@eandlgroup.com

June 24, 2022

Sidney Seymour
The E&L Construction Group
3040 Airpark Drive South
Flint, MI 48507
**Re: Sanitary Sewer Precast Concrete Manhole
Submittal # 50.000-006r1**

To whom it may concern,

We received the shop drawings regarding the above referenced project on 06/24/22 email. Please see below for a summary of the Manager's Review:

Manufacturer	Description	Comment
Oldcastle	Sanitary Manhole 4	Make Corrections Noted

NOTE: Regarding the questions from Raymow Construction, Inc: The size of the existing sanitary pipe 3 is 6" per historical as-builts (SWFWMD Permit #44-1888.003). Please revise pipe information and hole dimensions as needed. Private service lateral does not require a drop.

Enclosed are 1 set of reviewed shop drawings in accordance with the above comments. Please note checking is only for general conformance with the design concept of the project and general compliance with the information given in the contract documents. Any action shown is subject to the requirements of the plans and specifications, all applicable permitting agencies and permits. Shop drawing review does not overrule local, state and/or federal laws and/or permitting agencies. Contractor is responsible for dimensions, which shall be confirmed and correlated at the jobsite, fabrication process, techniques or construction coordination of his work with other trades and the satisfactory performance of his work. Review, corrections and/or comments made as part of this submittal review do not relieve the contractor of responsibility for conformance with the contract documents, applicable codes, permit and laws, all of which have priority over these shop drawings.

Please contact me regarding the above comments if any questions shall arise.

Sincerely,

Jonathan Langston

Jonathan Langston
Project Manager



3040 AIRPARK DRIVE SOUTH
FLINT, MI 48507
Ph : (810)744-4300
Fax : (810)744-3824
www.eandlgroup.com

Letter of Transmittal

To: FIELDSTONE A&E, LLC
12906 TAMPA OAKS BLVD.
SUITE 150
TAMPA, FL 33637
Ph: 813-466-3310

Transmittal #: 134

Date: 6/24/2022

Job: 21236 COVPAR-AMENITY CENTER-FLORIDA

Subject: Submittal

WE ARE SENDING YOU

☐ Attached

☐ Under separate cover via the following items:

☒ Shop drawings

☐ Prints

☐ Plans

☐ Samples

☐ Copy of letter

☐ Change order

☐ Specifications

☐ Other

Document Type	Copies	Date	No.	Description
Submittal	1		333100-2 Rev 1	Sanitary Sewer Precast Concrete Manhole Shop Drawings Resub.

THESE ARE TRANSMITTED as checked below:

☒ (1) For approval

☐ (2) Approved as submitted

☐ (4) Resubmit ___ copies for approval

☐ (6) For your use

☐ (3) Approved as noted

☐ (9) Submit ___ copies for distribution

☐ (7) As requested

☐ (4) Returned for corrections

☐ (10) Return ___ corrected prints

☐ (5) For review and comment

☐ (8) Other

☐ (11) FOR BIDS DUE

☐ PRINTS RETURNED AFTER LOAN TO US

Remarks:

Copy To:

From: KRIS BARRETT, Project Manager
kristina.barrett@eandlgroup.com



3040 AIRPARK DRIVE SOUTH
FLINT, MI 48507
Ph : (810)744-4300
Fax : (810)744-3824
www.eandlgroup.com

Submittal

Type: Shop drawing

Job: 21236
COVPAR-AMENITY CENTER-FLORIDA
6806 COVINGTON GARDEN DR
APOLLO BEACH, FL 33572

Spec Section No: 333100
Submittal No: 2
Revision No: 1
Revision Status:
Sent Date: 6/24/2022

Spec Section Title: Sanitary Sewer

Submittal Title: Sanitary Sewer Precast Concrete Manhole Shop Drawings Resub.

Contractor:

E&L CONSTRUCTION GROUP, INC.
SIDNEY SEYMOUR

Contractor's Stamp

E & L CONSTRUCTION GROUP, INC.
Shop drawings are checked for functional requirements only. Unacceptable items which are readily apparent are noted hereon. All materials, measurements, operations, characteristics, etc. are in full compliance with the drawings, specifications and other contract documents.

Approved for submittal to Architect ☒

Architect (Primary):

FIELDSTONE A&E, LLC

Architect's Stamp

Engineer's Stamp

Project:
Covington Park Amenity Center
Riverview, FL

SUBMITTAL # 50.000-006r1
Sanitary Sewer Precast Concrete Manhole Shop Drawings

1. Please confirm pipe #3 size **The size of existing pipe #3 is 6" (Per SWFWMD permit # 44-188.003.)**
2. Please verify if Drop Base extension is required. (Inside drop, outside drop)
Private service lateral does not require a drop.

Submittal Date: 6/24/2022
Supplier: Oldcastle
Checked by: INT



STRUCTURE: SSMH-01 JOB NUMBER: 22-431
SALES ORDER: S140526 PAGE #: C-05
JOB NAME: COVINGTON AMENITY CENTER
CONTRACTOR: Raymow Construction Company, Inc.

FOR APPROVAL ONLY

2140 Pondella Road Phone: (239) 574-8896
Cape Coral, FL 33909

Sanitary Manhole 4 ID 5 IN walls

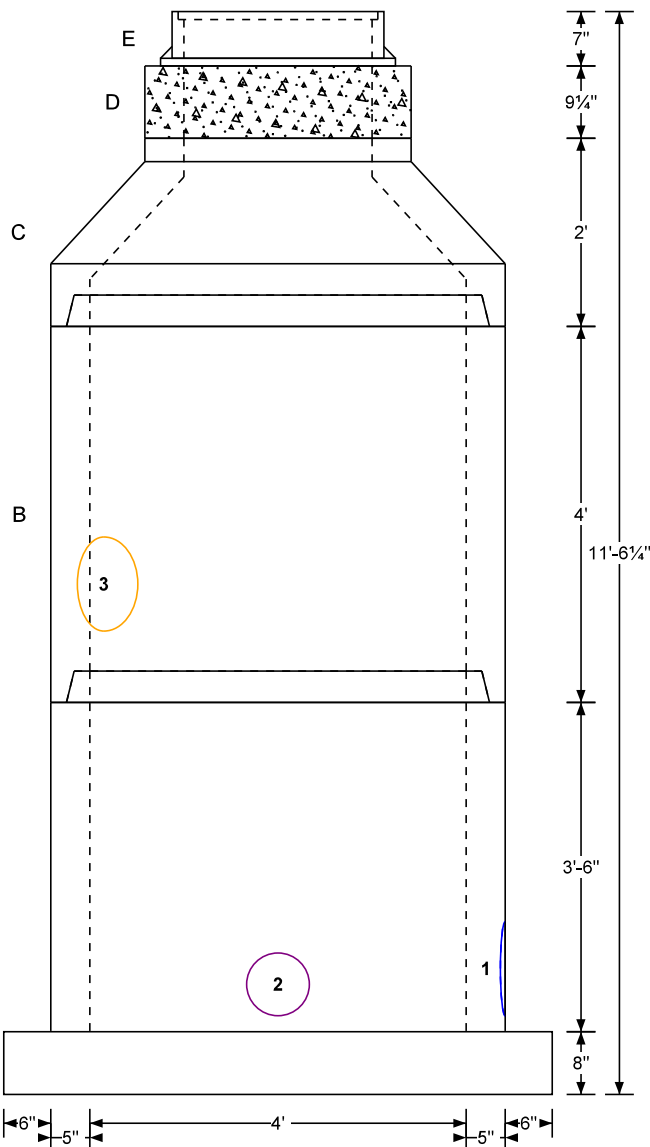
Design Build Height

Rim Elevation	=	41.2'
Invert	=	30.69'
Adjustment	=	0.77'
Sump	=	0.34'
Rim	=	0.58'
Design Height	=	11.51'

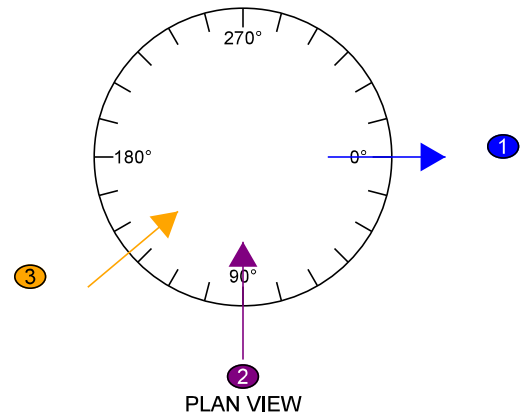
BASE 0'-19' BASE- #4 @ 12" OCEW (2" CLR) | MESH H&V- 3X8 W3/W2
RISER 0'-19' MESH H&V- 3X8 W3/W2

****PLEASE CONFIRM PIPE #3 SIZE****
****PLEASE VERIFY IF DROP BASE EXTENSION IS NECESSARY****

Pipe Number	Invert	Angle Degree	Pipe Size	Product	Hole Height	Hole Width	Hole Up	Ref
1	30.69	0	8PVC	Boot 406-12AT w/ I-180 clamp	12	12	2	A
2	30.69	90	4PVC	Boot 106-8MWP W/1 OF I-80 cla	8	8	2	A
3	34.78	140	6 8PVC	Boot 406-12AT w/ I-180 clamp	12	12	9	B



ELEVATION VIEW - 90



PLAN VIEW

BOM of Structure

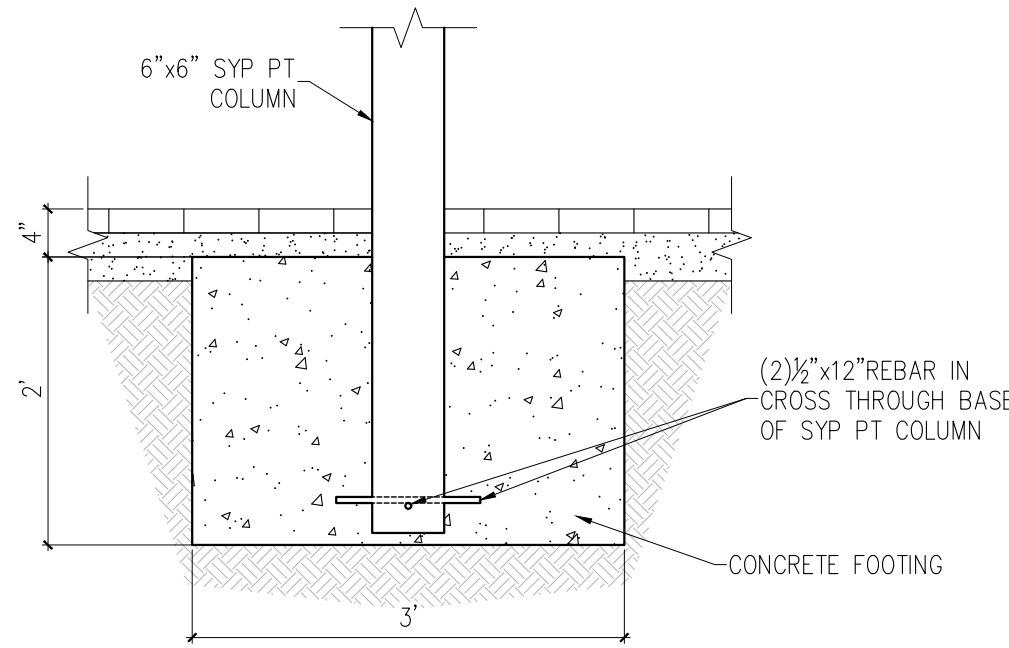
Ref	Description	Qty	Weight	Yards
	Boot 406-12AT w/ I-180 clamp	2	0	0
	Boot 106-8MWP W/1 OF I-80 clamp	1	0	0
	Psx 250-4G O Gasket 48"	3	0	0
α	SQ HILLS CNTY SA POR-15	1	0	0
E	227 RING ONLY	1	220	0
D	MORTAR	1	N/A	N/A
C	4'0" DIA X 2'0" Cone 5" wall CONCENTRI	1	1387	0.35
B	4'0" DIA X 4'0" Riser 5" Sanitary Special	1	3268	-0.01
A	4'0" DIA X 3'6" Base 8" & 5" Sanitary Spec	1	5452	0
Structure				

Note: The size of existing pipe #3 is 6" (Per SWFWMD permit # 44-188.003.)

Private service lateral does not require a drop.

Tab 16

WIND LOAD CALCULATIONS	
COUNTY	Hillsborough
WIND DESIGN CRITERIA and LOAD CALCULATIONS (ASCE 07-2016, Table 29.1-1 and FBC-17 R4403.9)	
Risk Category (Table 1.5-1):	I
Building Type (Section 26.2):	Open
Basic Wind Speed, V (Figure 26.5-1 C or R4403.9):	160 mph
Wind Load Parameters:	
Wind Directional Factor, Kd (Table 26.6-1):	0.85
Exposure Category, (Sec 26.7 or R4403.9):	C
Topographic Category, Kzt (Section 26.8):	1.0
Gust Effect Factor (Section 26.9):	0.85
Velocity Pressure Exposure Coefficient, Kz (Table 29.3-1) Height under 15 feet:	0.85
Velocity Pressure $Qz=0.00256KzKztKdV^2$:	47.35 psf
Force Coefficient Cf (Figure 29.5-2)	2
Design Wind Force $F=QzGCFAf$; Equation 29.5-1	80.5 psf actual



1
8-1
FOOTER DETAIL
SCALE: 3/4"=1'-0"

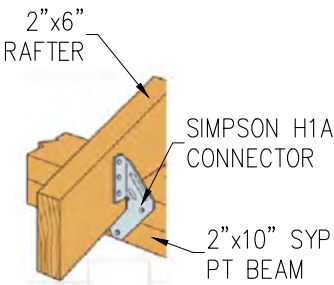
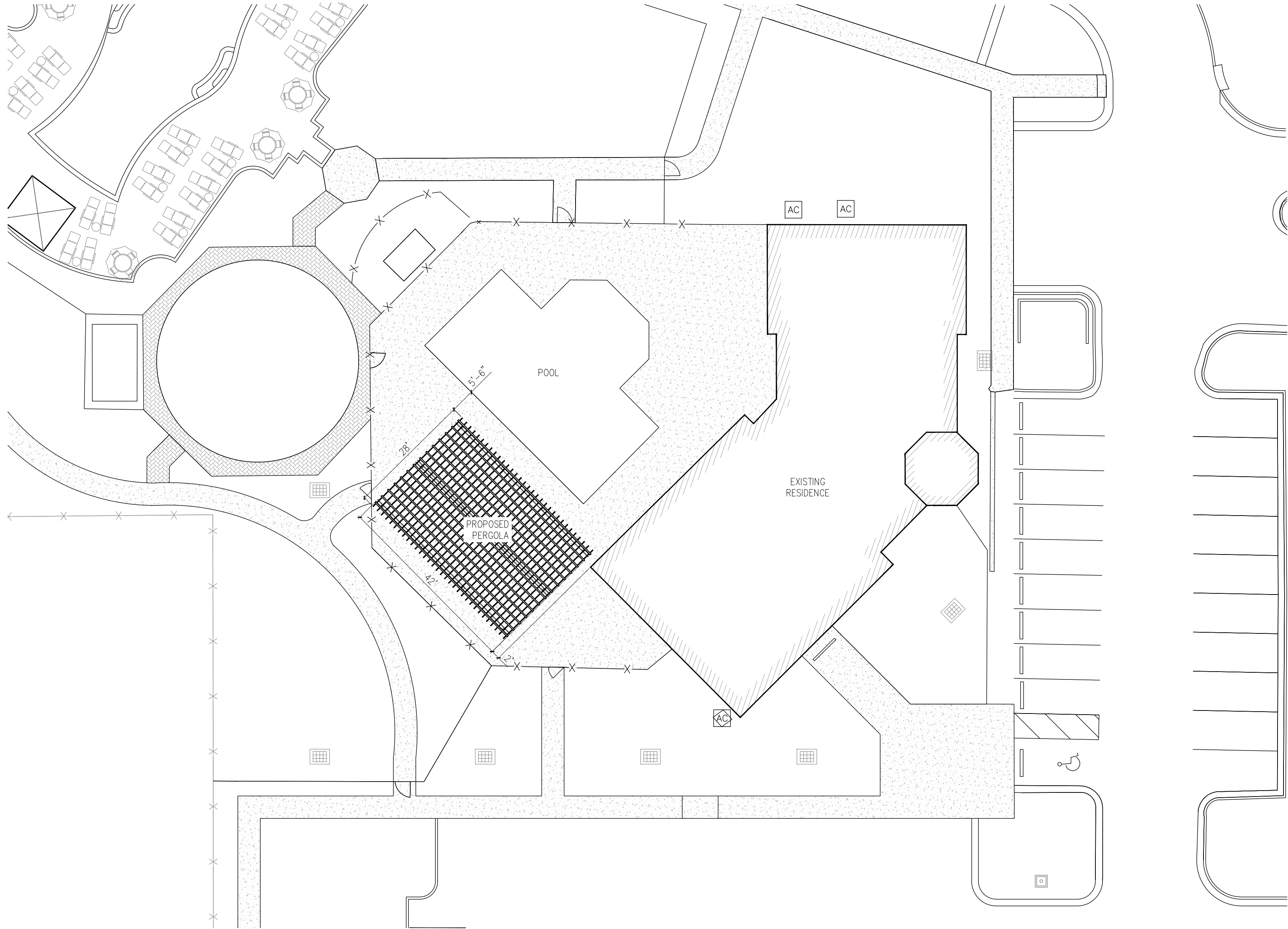


FIG.1
TYPICAL INSTALLATION
H1A CONNECTOR

SIMPSON CONNECTORS TABLE

MODEL	PL NOA's	Qa	HEADER	JOIST	ALLOWABLE LOADS (LBS)	
					UPLIFT	DOWN
H1A	ESR-2613	18	4-0.131x1 1/2	4-0.131x1 1/2	545	-



↑ SITE PLAN
SCALE: 1/16" = 1'-0"

GENERAL NOTES:
THE WORK SPECIFIED HEREIN HAS BEEN DESIGNED AND ALL WORK SHALL BE IN ACCORDANCE WITH THE FLORIDA BUILDING CODE 2020, 7TH EDITION. ALL CODES REFERENCED HEREIN ARE PER THE LATEST ADOPTED EDITION.
DESIGN FORCES AS NOTED ON THE WIND DESIGN CRITERIA INFORMATION PER ASCE 07-16.
THIS DRAWING IS A GENERAL MODIFICATION DRAWING. TYPICAL FIELD CONDITIONS ARE ASSUMED IN THE DESIGN. SHOULD ANY SPECIFIC LOCATION DIFFER FROM THAT SPECIFIED HEREIN OR STANDARD FIELD CONDITIONS, ADDITIONAL SPECIFIC ENGINEERING MAY BE REQUIRED. CARE SHALL BE TAKEN BY CONTRACTOR IN ALL APPLICATIONS OF THIS DRAWING. THE INSTALLATION OF ANY ACCESSORIES THAT DO NOT AFFECT THE STRUCTURAL INTEGRITY OF THE STRUCTURE IS OUTSIDE THE SCOPE OF THIS DRAWING.
ALL DIMENSION LUMBER (IF USED) SHALL BE STRUCTURAL GRADE NO. 2 SOUTHERN YELLOW PINE OR BETTER MEETING APPLICABLE REQUIREMENTS OF THE SOUTHERN INSPECTION BUREAU (SPIB).
ALL DIMENSION LUMBER (IF USED) SHALL BE PRESSURE-IMPREGNATED (P1) BY AN APPROVED PROCESS (ACQ 0.4 PRESSURE TREATED) PRESERVATIVE IN ACCORDANCE WITH THE APPLICABLE PROVISIONS OF BUILDING CODE AND AMERICAN WOOD PRESERVERS ASSN (AWPA).
STRUCTURAL ALUMINUM (IF USED) SHALL BE ALLOY 6061-T6 OR BETTER, DESIGNED IN ACCORDANCE WITH THE ALUMINUM ASSOCIATION'S SPECIFICATION FOR ALUMINUM STRUCTURES, LATEST EDITION.
ALL ALUMINUM WELDING (IF USED) SHALL CONFORM WITH AWS D1.2, LATEST STRUCTURAL WELDING CODE-ALUMINUM.
ALL CONCRETE SHALL BE IN ACCORDANCE WITH ACI 318-15, ALL STEEL REINFORCING SHALL BE IN ACCORDANCE WITH ASTM A615, GRADE 60 AND ALL WOOD SHALL BE IN ACCORDANCE WITH AMERICAN WOOD COUNCIL'S NATIONAL DESIGN SPECIFICATION (NDS 2005).
CONCRETE (IF USED) SHALL DEVELOP A MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI AFTER 28 DAYS. CONCRETE MIXTURE AND PLACEMENT TO CONFORM WITH THE PROVISIONS OF THE AMERICAN CONCRETE INSTITUTE CURRENT EDITION, SPECIFICALLY ACI 301 AND ACI 318.
WMM (IF USED) SHALL CONFORM TO ASTM A185.
IF PERGOLA WILL BE FIXED TO EXISTING CONCRETE SLAB, THEN THIS SLAB SHOULD BE MIN. 4" THICKNESS.
FOOTINGS (IF USED) SHALL BE EMBEDDED IN COMPACTED SANDY GRAVEL, GRAVEL OR ROCKY SOIL.
(IF APPLICABLE) SOIL AT THIS SITE IS SAND AND ROCK ADEQUATE TO SUPPORT THE DESIGN LOAD OF 2000 PSF. AFTER EXCAVATION A SIGNED, SEALED, AND DATED LETTER WILL BE SUBMITTED BY THE RA OR PE OF RECORD ATTESTING THAT THE SITE HAS BEEN OBSERVED AND THE FOUNDATION CONDITIONS ARE SIMILAR TO THOSE UPON WHICH THE DESIGN IS BASED UPON.
6 x 6 WOOD POST (IF USED) SHALL BE WRAPPED WITH AN APPROVED ASTM 30 LBS FELT OR SUITABLE EQUIVALENT SO AS TO PREVENT DIRECT CONTACT BETWEEN WOOD AND CONCRETE.
ALL BOLTS AND SCREWS SHALL BE 2024-14 ALUMINUM ALLOY, ELECTRO-GALVANIZED STEEL, HOT DIPPED GALVANIZED STEEL OR STAINLESS STEEL.
PURLINS (IF USED) SHALL BE ATTACHED W/ 3" LONG 11 GAGE (.135" DIA) HOT DIPPED GALVANIZED RING SHANK NAIL WITH 1.5" MINIMUM EMBEDMENT TO EVERY RAFTER.
ALL CONCRETE ANCHORS (IF USED) SHALL BE AS SPECIFIED ON DRAWINGS. EMBEDMENT LENGTHS NOTED ON DRAWINGS SHALL NOT INCLUDE STUCCO OR FINISH MATERIAL.
STEEL AND ALUMINUM MEMBERS (IF USED) IN CONTACT WITH CONCRETE AND WOOD SHALL BE PROTECTED BY "KOPPERS BITUMINOUS PAINT" IN ACCORDANCE WITH FLORIDA BUILDING CODE.
ALL DIMENSIONS TO BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
THE BUILDING / FOUNDATION / SLAB SHALL HAVE A PRE-CONSTRUCTION TREATMENT PROTECTION AGAINST SUBTERRANEAN TERMITES. A CERTIFICATE OF COMPLIANCE SHALL BE ISSUED TO THE BUILDING DEPARTMENT BY THE LICENSED PEST CONTROL COMPANY THAT CONTAINS THE FOLLOWING STATEMENT: "THE BUILDING HAS RECEIVED A COMPLETE TREATMENT FOR THE PREVENTION OF SUBTERRANEAN TERMITES. TREATMENT IN ACCORDANCE WITH RULES AND LAWS ESTABLISHED BY THE FLORIDA DEPT. OF AGRICULTURE AND CONSUMER SERVICES.
(IF APPLICABLE) BEARING CAPACITY OF SOIL BASED ON RATIONAL ANALYSIS AND KNOWN VALVES IN THE VICINITY, FROM OUR EXPERIENCE WITH OTHER PROJECTS IN THE AREA, THE IN-PLACE CAPACITY OF SOIL BENEATH THE PERGOLA AND RELATED STRUCTURES SHOWN ON THESE PLANS IS 2,000 PSF AFTER EXCAVATION AND COMPACTION. SHOULD ANY MUCK, MARL OR OTHER ORGANIC SOILS BE DISCOVERED ON EXCAVATION, THEY SHOULD BE REMOVED IN THEIR ENTIRETY AND THE CONTRACTOR AND/OR HOMEOWNER SHALL TAKE ALL STEPS NECESSARY TO REMEDY THE SITUATION. ALL CONSTRUCTION SHALL STOP AND THE ENGINEER OF RECORD SHALL BE CONTACTED. ALL STRUCTURES SHOWN ON THIS DRAWING HAVE BEEN DESIGNED WITH A REQUIRED BEARING CAPACITY OF 2,000 PSF, UNLESS OTHERWISE SPECIFIED.
ENGINEER SEAL AFFIXED HERE TO VALIDATES STRUCTURAL DESIGN AS SHOWN ONLY. USE OF THIS SPECIFICATION/DRAWING BY CONTRACTOR INDEMNIFIES AND HOLDS HARMLESS THIS ENGINEER FOR ALL COST AND DAMAGES INCLUDING LEGAL FEES AND APPELLATE FEES RESULTING FROM MATERIAL FABRICATION, SYSTEM REACTION AND CONSTRUCTION PRACTICES BEYOND THAT WHICH IS CALLED FOR BY LOCAL, STATE AND FEDERAL CODES AND FROM DEVIATIONS OF THIS PLAN. EXCEPT AS EXPRESSLY PROVIDED IN HEREIN, NO ADDITIONAL CERTIFICATIONS OR AFFIRMATIONS ARE INTENDED.
ALL STEEL MEMBERS (IF USED) SHOULD BE COATED WITH RED OXIDE METAL PRIMER.



Don Bovell

State Certified Building Contractor
CBC1264317
6303 Blue Lagoon Drive
Suite 400
Miami FL 33126
Tel: 305.400.0200

don.bovell@signature-outdoors.com

PROPOSED PERGOLA

Covington Park CDD
6806 COVINGTON GDN DR,
APOLLO BEACH, FL 33572

REVISIONS

DATE	DESCRIPTION	NO.
		1

DRAWING TITLE:

SITE PLAN,
NOTES
& DETAILS

JOB No:	2023
DATE:	09/12/23
DRAWN:	D.P.
CHECKED:	D.B.

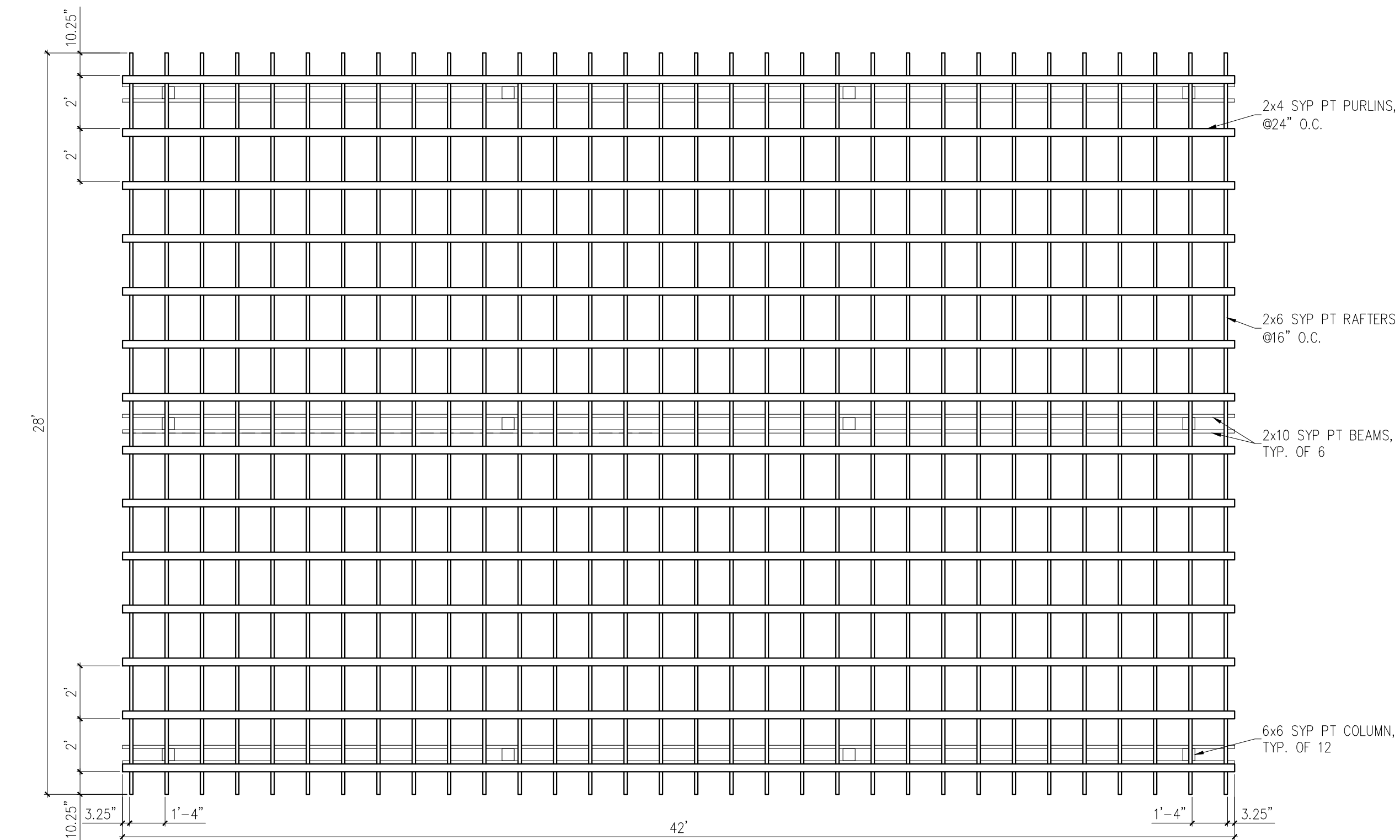
S-1

CLIENT APPROVAL:

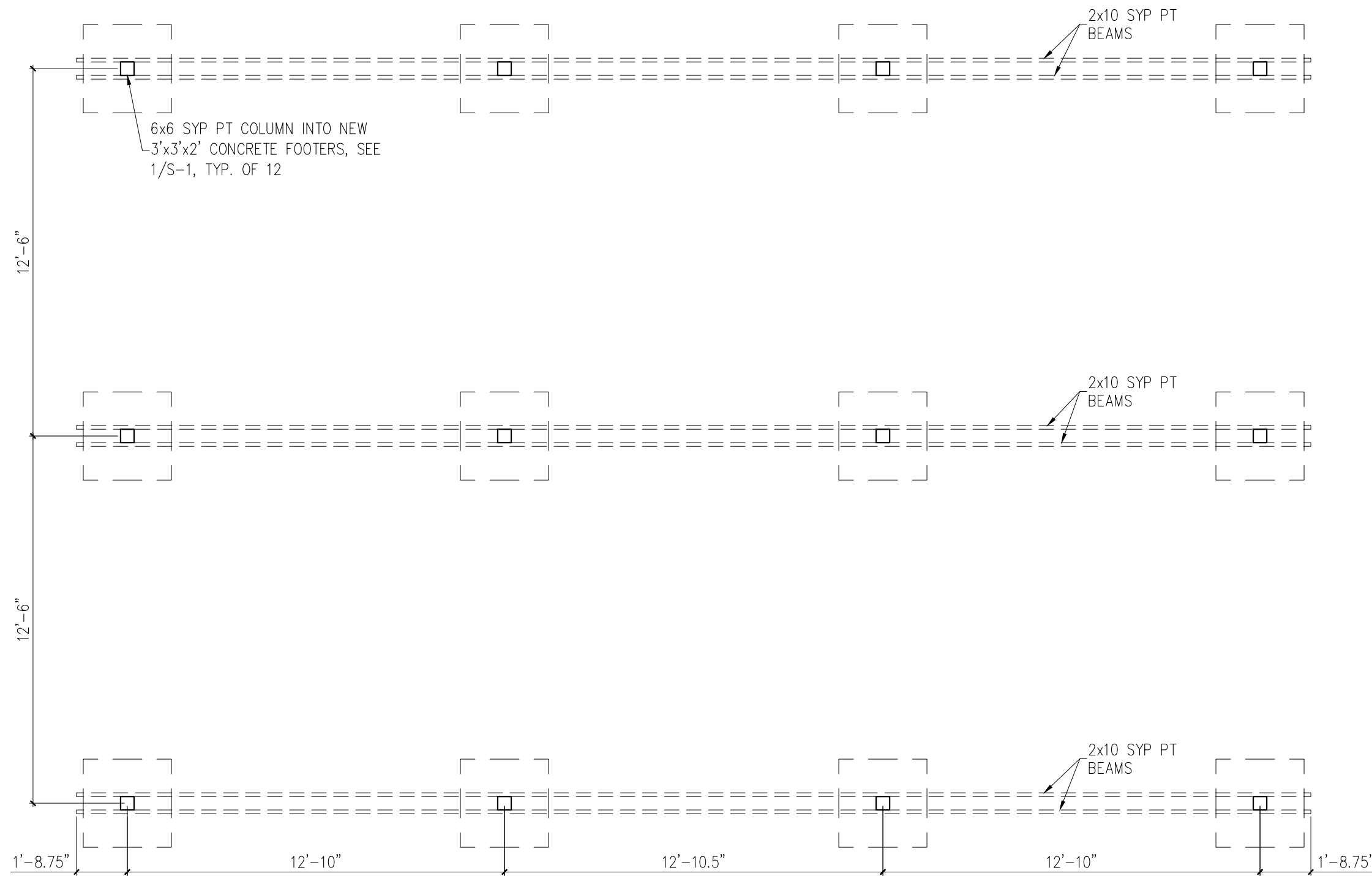
- ☐ APPROVED
☐ DISAPPROVED - SEE NOTE:

REVISION DATE: SIGNATURE:

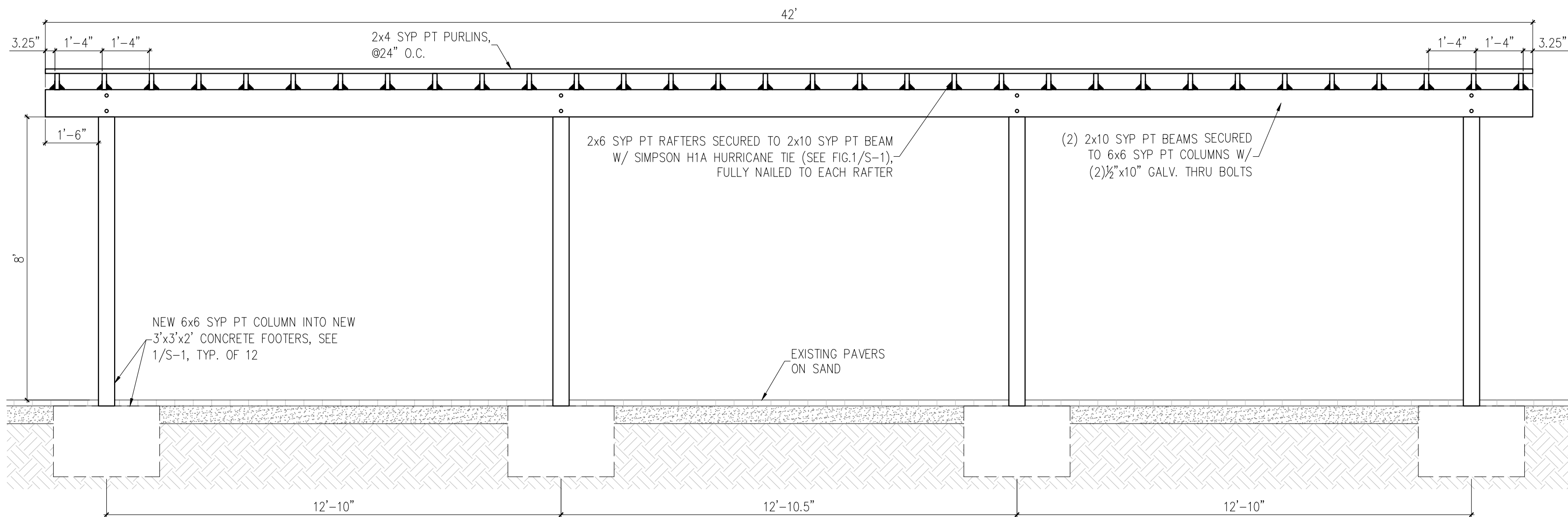
COPYRIGHT NOTICE: ALL RIGHTS RESERVED. ANY REPRODUCTION OR REPRESENTATION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF SIGNATURE-OUTDOORS, INC. IS PROHIBITED. THE INFORMATION CONTAINED HEREIN IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE AN OFFER OF ANY FINANCIAL PRODUCT OR SERVICE. THE INFORMATION CONTAINED HEREIN IS NOT INTENDED TO BE USED IN ANY MANNER THAT COULD BE CONSIDERED A VIOLATION OF ANY APPLICABLE LAW, REGULATION, OR STANDARD. THE INFORMATION CONTAINED HEREIN IS NOT INTENDED TO BE USED IN ANY MANNER THAT COULD BE CONSIDERED A VIOLATION OF ANY APPLICABLE LAW, REGULATION, OR STANDARD.



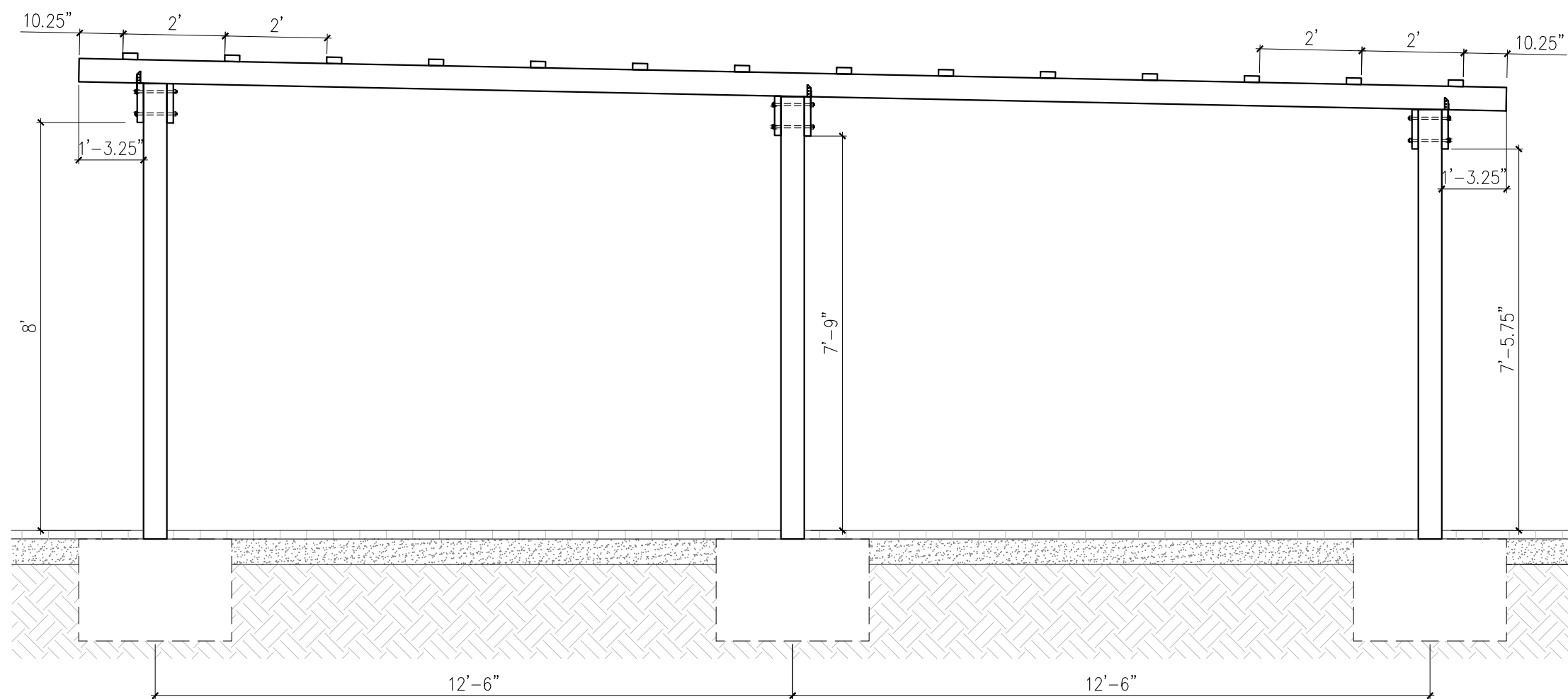
1
S-2
PERGOLA PLAN VIEW
SCALE: 1/4"=1'-0"



2
S-2
PERGOLA COLUMNS PLAN VIEW
SCALE: 1/4"=1'-0"



3
S-2
PERGOLA FRONT ELEVATION
SCALE: 3/8"=1'-0"



4
S-2
PERGOLA SIDE ELEVATION
SCALE: 3/8"=1'-0"



Don Bovell
State Certified Building Contractor
CBC1264317
6303 Blue Lagoon Drive
Suite 400
Miami FL 33126
Tel: 305.400.0200
don.bovell@signature-outdoors.com

PROPOSED PERGOLA
Covington Park CDD
6806 COVINGTON GDN DR,
APOLLO BEACH, FL 33572

REVISIONS	
DATE	DESCRIPTION

DRAWING TITLE:
PLAN VIEW,
ELEVATION
JOB No: 2023
DATE: 09/12/23
DRAWN: D.P.
CHECKED: D.B.

CLIENT APPROVAL:
☐ APPROVED
☐ DISAPPROVED - SEE NOTE: _____
REVISION DATE: _____ SIGNATURE: _____

S-2

NOTICE OF COMMENCEMENT

Permit Number: _____
Tax Folio No. 051532-0438

The undersigned hereby gives notice that improvements will be made to certain real property, and in accordance with Section 713.13 of the Florida Statutes, the following information is provided in the NOTICE OF COMMENCEMENT.

1. Legal Description of property (street address required): COVINGTON PARK PHASE 1A TRACT A AND TRACT
AND COMM AT NW COR OF LOT 35 BLOCK 1 CONVINGTON PARK PHASE 1A S 01 DEG 13 MIN 58 SEC W 46
COVINGTON PARK PHASE 1A TRACT A AND TRACT B AND COMM AT NW COR OF LOT 35 BLOCK 1 CONV
2. General description of improvements: INSTALL PERGOLA
- 3a. Owner Name: Covington Park CDD
Owner Address: 6806 COVINGTON GARDEN DR, APOLLO BEACH, 33572
- 3b. Owner's interest in site: _____
- 3c. Fee Simple Title holder (of other than owner) _____
Address: _____
4. Contractor Name: SIGNATURE OUTDOOR LIVING
Address: 6303 BLUE LAGOON DRIVE, STE 400, MIAMI, FL, 33126 Phone: 305-400-0200
5. Surety Name: _____ Amount of bond: _____
Address: _____ Phone: _____
6. Lender Name: _____ Contact: _____
Address: _____ Phone: _____
7. Person within the State of Florida designated by owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7, Florida Statutes.

Name: _____ Address: _____
Phone Number: _____
8. In addition to himself, Owner designates the following person to receive a copy of the Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes.

Name: _____ Address: _____
Phone Number: _____
9. Expiration date of Notice of Commencement (expiration date is one (1) year from date of recording unless a different date is specified). _____

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART 1, SECTION 713.13, FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature of Owner or Lessee, or Owner's or Lessee's Authorized Officer/Director/Partner/Manager

Signatory's Title/Office

STATE OF FLORIDA COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledge before me this _____ day of _____, 20_____,
by _____, as _____ for _____.
Personally Known _____ OR Produced Identification _____
Type of Identification Produced _____

Signature - Notary Public

Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true to the best of my knowledge and belief.

Signature of Natural Person Signing Above



Town of Hillsborough BUILDING PERMIT APPLICATION

1600 Floribunda Ave • Hillsborough • CA • 94010
650.375-7411 • [fax] 650.375-7415 • www.Hillsborough.net

Permit No. _____/_____

Permit No. _____/_____

Permit No. _____/_____

(Please write clearly- shaded areas must be filled in)

Plan Review Contact Person

Job Address: _____
Contact Name: _____
Phone #: _____
Fax #: _____
E-mail: _____
Assessors #: _____

Owner of Property

Name: _____
Address: _____
City/ Zip: _____
Telephone #: _____
E-mail: _____

Architect, Designer or Engineer

Name: _____
Address: _____
City/ Zip: _____
Telephone: _____
Fax #: _____
E-mail: _____
Business License #: _____

Valuation of Project \$

*

(Valuation schedule/per sq ft: \$250 new, \$175 addition/substantial remodel, \$125 garage/utility, \$100/or actual cost for minor upgrades)

Plan Check Fee:

Revised Plan Check Fee:

Check #:

Receipt #:

Contractor/Superintendent

BE ADVISED: This information will be posted and available on our website.

Company Name:

* Site Contact Person:

Cell#

* Site Telephone #:

Address:

City/ Zip:

Telephone #:

Fax #:

E-mail:

Contr. Lic #:

Workers Comp #:

Business License #:

Class

Carrier

Signature of Applicant or Agent

X _____ Date ____/____/____

Description of Work :

E) Bldg Current
Sq Ft

N) SFD/ 2nd unit
Sq Ft

Additional
Sq Ft

Substantial Rem.
Sq Ft

Minor Upgrades
Sq Ft

Garage/Utility
Sq Ft

Removed
Sq Ft

Total Scope of
Work Sq Ft

GRD Permit/Plan Ck Req. N - Y >500yds 500to 1500yds >1500yds >1Acre

NOTE: SQ FT CALCULATIONS MAY BE ADJUSTED TO REFLECT ACTUAL SCOPE OF WORK

If checked, This property may be subject to the special requirements because it is within the following zone:

☐ FLOOD ZONE ☐ Wildland-urban interface zone ☐ Creek and/or riparian zone

initial

If checked, A Construction Completion Deposit of 2% may be required for this permit. The Construction Project Time Limitation ordinance was explained, and the informational handout was provided explaining the time limitations and penalties that would apply if the specified completion date was not met.

initial

If checked, A Recycling Plan must be **APPROVED** prior to the issuance of a building permit or demolition permit

initial

If checked, Allow 4 to 5 weeks for initial plan review for major projects and 2 to 3 weeks for minor projects

initial

For Office Use Only below this line

Date Plans Filed

Received By

Planning Date (s)

Engineering Date (s)

Required			Required		
NA / Y / N	Flood Zone (Cert. req'd Y / N)		NA / Y / N	Constr. Completion Bond Req'd	
NA / Y / N	Wildland Fire Area (Cert. req'd Y / N)		NA / Y / N	Parking Strip, Curb & Gutter	
Type:	Green Point Checklist (G1-G7 or n/a <500 sq ft)		#	School Fee - > 500 sq ft: Existing _____ - New _____ = (_____)	
Long - Short	Recycling Plan (Long / Short)		NA / Y / N	Arborist report required	
Y / N	Fire sprinklers required		Y / N	Pre-Construction Meeting is req'd	
Y / N	Special inspect (required to be signed)		Y / N	Provide a parking plan	
str-civil-soil	Design observation (str/civil/soil)		Y / N	Recorded statement required:	
	Scope of work:		NA / Y / N	USA Underground tag required	
# _____	Total new square feet		NA / Y / N	Air quality control permit required	
# _____	Total Remodeled area		NA / Y / N	PG&E disconnect required	
# _____	Total garage/utility		NA / Y / N	Encroachment permit required	
Y / N	Conditions of Approval/Notes		NA / Y / N	Grading permit required	
NA / Y / N	Creek or riparian area		NA / Y / N	Environmental review needed	
NA / Y / N	Landscape water conservation req'd		Y / N	Enc. bond \$250 – \$500 – \$1000 - _____	
Bonds:	Constr. \$		Grading \$		Encroachment \$

<u>Building & Combo Permit Fee</u>	Fees	
Building Permit	T-1A-08	
Building Plan Check Fee	65%PF	
Building SMIP. Tax	JV.*.0001	
Cal. Building Standards Admin Fund	\$1.per 25k	
Business Tax	JV.*.005	
General Plan Maintenance Fee	JV.*.0005	
Technology Fee	Per*.05	
Construction Vehicle Fee	JV*.0083	
Document mngt # x 3 ea	\$3. per sht	
Building Bond Deposit	JV*.02	
Revision Plan Check Fee	Hr	
Stop Work issued		
Re-inspect / Additional inspect.	\$108	
Construction Trailers	425	
Recycle fines/ Recycle monitor cost		
Home Efficiency Review	145	
Building/ Code Enforcement Penalties		
Permit expired fees		
Sewer Connections: Res. /Res & 2nd unit	See schedule	
Civil Engineering Plan check/inspection	107 hr	
Civil Engineer Associate inspect.	144 hr	
Emergency Tree removal/ Utility maintenance	150	
Fire plan check processing		
Photo Copy – Copy to disc		
Other/ Staff time / Misc. fee		
Alternate material methods/ADA Hardship rev.		
Revision - Expedite Plan Check Fee		
Roof : < 5sq / 5-40 sq / > 40 sq		
Roof Tech fee		

<u>Mechanical Permit Fee</u>	Fees	
Mechanical Permit Application and Base Fee	\$140.00	
Mechanical Combination Permit Fee	\$46.00	
Business Tax	.5% of P/V	
Technology Fee	5% of P/F	
Additional Appliances/Unit	\$26.00	
HVAC/Heating system replacement	\$98	
New Single Family Residential	\$.10 sq. ft.	
Addition/Alteration < 1056 sq ft	\$98	
Addition/Alteration > 1056 sq ft	\$.09 sq. ft.	
Re-inspect / Additional inspect.	\$108	

<u>Electrical Permit Fee</u>	Fees	
Electrical Permit	\$140.00	
Combination Permit	\$46.00	
Business Tax	.5% of P/V	
Technology Fee	5% of P/F	
Additional Appliances/Unit	\$26.00	
New Single Family Residential	\$.11 sq ft	
Addition/Alteration < 1150 sq ft	\$118.00	
Addition/Alteration > 1150 sq ft	\$.10 Sq ft	
Kitchen	\$98.00	
Bathroom	\$72.00	
Swimming Pools/ Spa	\$170.00	
Generator	\$98.00	
Photovoltaic < 10 KW	\$1.00	
Landscape Lighting/Tennis Ct	\$144.00	
Temporary power	\$72.00	
Service up to 400 amp < 600V	\$98.00	
Service > 400 to 1000amps.	\$144.00	
Re-inspect / Additional inspect.	\$108	

<u>Plumbing Permit Fee</u>	Fees	
Plumbing Permit	\$140.00	
Combination Permit	\$46.00	
Business Tax	.5% of P/V	
Technology Fee	5% of P/F	
Additional Appliances/ Unit	\$26	
New Single Family Residential	\$.11 sq. ft.	
Addition/Alteration < 950 sq ft	\$98	
Addition/Alteration > 950 sq ft	\$.10 sq. ft.	
Backflow Device for Sewer	\$72	
Sewer & Water Test	\$45	
Sewer lateral replacement	\$72	
Add backflow Device	\$26	
Add sewer lateral repair	\$26	
Add sewer lateral replacement	\$26	
Add water service replacement	\$26	
Drainage/Irrigation	\$144	
Kitchen	\$98	
Bathroom	\$72	
Swimming Pools/ Spa	\$170	
Re-inspect / Additional inspect.	\$98	