

## **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, August 28, 2023 at 6:00 p.m.** at the office of Rizzetta & Company, located at 2700 S. Falkenburg Road, Suite 2745, Riverview, FL 33578. The following is the agenda for this meeting:

Present and constituting a quorum were:

Stephen Brown	<b>Board Supervisor, Chairman</b>
Scott Harrison	<b>Board Supervisor, Vice Chairman</b>
Tarlese Allen	<b>Board Supervisor, Assistant Secretary</b>
Rick Reidt	<b>Board Supervisor, Assistant Secretary</b>
David Koch	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Taylor Nielsen	<b>District Manager, Rizzetta &amp; Co., Inc. (via phone)</b>
Matt O’Nolan	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
David Jackson	<b>District Counsel, Persson, Cohen, Mooney, Fernandez &amp; Jackson</b>
John Fowler	<b>Landscape Specialist, Rizzetta &amp; Co., Inc.</b>
Cathy Sobrito	<b>Clubhouse Manager</b>
Matthew Reed	<b>Clubhouse Manager</b>
Paula Means	<b>Representative, LMP</b>
Keith Remson	<b>Representative, Remson Aquatics</b>
Rey Malave	<b>District Engineer, Dewberry (via phone)</b>

#### **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.

#### **SECOND ORDER OF BUSINESS**

#### **Audience Comments**

There was no audience present.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Fiscal Year  
2023/2024 Final Budget**

On a motion by Mr. Reidt, seconded by Ms. Allen, the Board unanimously approved to open the Public Hearing on Fiscal Year 2023-2024 Budget, for the Covington Park Community Development District.

**A. Consideration of Resolution 2023-08, Adopting the Final Budget for FY 23-24**

On a motion by Mr. Reidt, seconded by Mr. Koch, with Mr. Harrison in favor and Ms. Allen and Mr. Brown opposed, the Board adopted Resolution 2023-11, Adopting the Final Budget for FY 2023/2024, with the adjustment of removing the \$62,000 contribution to the reserve fund, for the Covington Park Community Development District.

**FOURTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year  
2023/2024 Assessments**

**A. Consideration of Resolution 2023- 09, Levying O&M Assessment for FY 23-24**

On a motion by Mr. Reidt, seconded by Mr. Harrison, with all in favor, the Board adopted Resolution 2023-12, Levying O&M Assessment for FY 23-24, based on the budget revisions, for the Covington Park Community Development District.

On a motion by Mr. Reidt, seconded by Ms. Allen, the Board unanimously approved to close the Public Hearing on Fiscal Year 2023-2024 Assessments, for the Covington Park Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape Inspection Report**

Mr. Fowler presented the Landscape Inspection Report to the Board. He spoke on some areas of concern that he is working with LMP on.

The Board requested Matthew Reed to coordinate landscaping needs between LMP and E&L.

**1. Consideration of LMP Proposals**

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, The Board approved LMP proposal #85140, for a playground mulch refresh, in the amount of \$1,275.00, for the Covington Park Community Development District.

**2. Consideration of Landscape Renewal Agreement of**

On a Motion by Ms. Allen, seconded by Mr. Reidt, with all in favor, The Board approved the LMP Landscape renewal agreement with District Counsel to draft the contract, for the Covington Park Community Development District.

**B. Presentation of Aquatics Report**

Mr. Remson presented his report to the Board.

Supervisor Reidt requested staff to see if Rizzetta provides an independent Pond inspection service.

**C. Community Coordinator Report**

Ms. Sobrito presented her report to the Board.

The Board requested updates regarding the bathroom door repairs, tennis net sagging, pool lights, and follow up with Redwire regarding perimeter lighting.

**D. District Engineer Report**

Mr. Malave spoke to the Board about the Additional Services and the sewer tie in. The water line permit was approved by the Health Department.

**1. Consideration of Additional Services Authorization**

On a Motion by Mr. Reidt, seconded by Ms. Allen, with all in favor, the Board of Supervisors approved the Additional Services Authorization, in the amount of \$14,600, for the Covington Park Community Development District.

**2. Discussion on Construction Checklist**

Mr. Brown requested District Counsel to get a full comprehensive original dates of completion document from E&L that also shows the actual completion dates



and when they were moved.

Supervisor Brown requested District Counsel to ask for demonstrated records with TECO from E&L regarding efforts to get power connected.

The Board requested Remson Aquatics supply quotes for repairing cracked/broken structures on ponds 9 and 14.

**E. District Counsel**

The Board will revise the rules and rates to be reviewed in the October Meeting.

On a Motion by Ms. Allen, seconded by Mr. Harrison, with all in favor, the Board of Supervisors approved to set a Public Hearing for the October meeting, to review the amenity rules and rates, for the Covington Park Community Development District.

**F. District Manager**

Mr. O’Nolan noted the next meeting will be held on September 25, 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.

The Board requested District Manager review upcoming contracts, verifying expiration dates.

**2. Review of Financial Statement**

Mr. O’Nolan presented the Financial Statement to the Board. He stated that the CDD is currently \$99,085 under budget.

**SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors’ Meeting held on July 24, 2023 & the Operation & Maintenance Expenditures for July 2023**

On a Motion by Mr. Harrison, seconded by Ms. Allen, with all in favor, the Board of Supervisors decided to table the Minutes of the Board of Supervisors’ Meeting held on July 24, 2023, pending corrections, until the next meeting, and approved the Operation & Maintenance Expenditures for July 2023, in the amount of \$92,284.84, for the Covington Park Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Revised Pergola  
Change Order**

On a Motion by Ms. Allen, seconded by Mr. Reidt, with all in favor, the Board approved the revised pergola change order, in the amount of \$23,868, for the Covington Park Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Gutter Leaf Filter**

The Board requested to table the proposal and have Matthew Reed work on fixing gutters/downspouts and adding leaf filters.

**NINTH ORDER OF BUSINESS**

**Consideration of Stall Divider  
Proposal**

On a Motion by Ms. Allen, seconded by Mr. Koch, with all in favor, the Board of Supervisors approved quote 39695TL from Partition Plus for 3 toilet stall dividers and 1 urinal screen in color #289, for the Covington Park Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-07,  
Setting Meeting Schedule for FY 23-  
24**

On a Motion by Mr. Brown, seconded by Mr. Koch, with all in favor, the Board of Supervisor Adopted Resolution 2023-07, Setting the meeting schedule for FY 23-24, for the Covington Park Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Allen requested the Board review the Aqua Fitness vendor in the September meeting.

Mr. Reidt requested more information on how and where the District Investment fund is invested and what the return rate is.

Mr. Brown requested all Board members review agendas prior to meetings.

**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. Koch, seconded by Mr. Reidt, with all in favor, the Board of Supervisor adjourned the meeting at 8:43 p.m., for the Covington Park Community Development District.

  
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Assistant Secretary

  
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Chair / Vice Chair