

COPPERSPRING COMMUNITY DEVELOPMENT DISTRICT

District Office – Wesley Chapel, Florida (813) 994-1001
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614
www.copperspringcdd.org

April 3, 2023

**Board of Supervisors
Copperspring Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Copperspring Community Development District will be held on **Tuesday, April 11, 2023 at 9:00 a.m.**, at the Residence Inn by Marriott Tampa located at 2101 Northpointe Parkway, Lutz, Florida 33588. The following is the agenda for the meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Acceptance of Resignation of Laura Coffey
 - B. Appointment of New Board SupervisorsTab 1
 - C. Consideration of Resolution 2023-04; Redesignating Officers of the District.....Tab 2
 - D. Consideration of Traffic Enforcement Proposal.....Tab 3
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Audit Committee held on March 14, 2023Tab 4
 - B. Consideration of the Minutes of the Regular Meeting held on March 14, 2023Tab 5
 - C. Consideration of Operation and Maintenance Expenditures January & February 2023.....Tab 6
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape and Irrigation Update
 - D. District Manager.....Tab 7
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Debby Wallace

Debby Wallace
Regional District Manager

Tab 4

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.

**COPPERSPRING
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of Copperspring Community Development District was held on **Tuesday, March 14, 2023 at 9:00 a.m.** at Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Present were:

Kelly Evans	Board Supervisor, Committee Member
Laura Coffey	Board Supervisor, Committee Member
Lori Campagna	Board Supervisor, Committee Member
Christopher Smith	Board Supervisor, Committee Member (via conf. call)
Trevor Singh	Board Supervisor, Committee Member

Also Present were:

Debby Wallace	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley Robin Vericker
Brian Surak	District Engineer, Clearview Land Design (via conf. call)
Scott Herman	Representative, Fieldstone
Lidia Sandova	Representative, Fieldstone

Audience	Present
----------	----------------

FIRST ORDER OF BUSINESS

Call to Order

Ms. Wallace called the meeting to order and confirmed a quorum.

SECOND ORDER OF BUSINESS

**Consideration of Audit Proposal
Instructions**

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Audit Committee approved the RFP for Audit Proposal Instructions with price for three (3) years, for Copperspring Community Development District.

THIRD ORDER OF BUSINESS

Consideration of Audit Evaluation Criteria

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Audit Committee approved the Audit Evaluation Criteria with price for three (3) years, for Copperspring Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of RFP for Audit Services Advertisement

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee approved the RFP for Audit Services Advertisement for three (3) years, for Copperspring Community Development District.

FIFTH ORDER OF BUSINESS

Adjournment

Ms. Wallace stated that there were no other matters to come before the Board of Supervisors at this time.

On a Motion by Ms. Evans, seconded by Mr. Singh, with all in favor, the Audit Committee adjourned the meeting at 9:02 a.m. for Copperspring Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 5

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.

**COPPERSPRING
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of Copperspring Community Development District was held on **Tuesday, March 14, 2023 at 9:06 a.m.** at Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Present were:

Kelly Evans	Board Supervisor, Chair
Laura Coffey	Board Supervisor, Vice-Chair
Lori Campagna	Board Supervisor, Assistant Secretary
Christopher Smith	Board Supervisor, Assistant Secretary (via conf. call)
Trevor Singh	Board Supervisor, Assistant Secretary

Also Present were:

Debby Wallace	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley Robin Vericker
Brian Surak	District Engineer, Clearview Land Design (via conf. call)
Scott Herman	Representative, Fieldstone
Lidia Sandova	Representative, Fieldstone

Audience	Present
----------	----------------

FIRST ORDER OF BUSINESS

Call to Order

Ms. Wallace called the meeting to order and confirmed a quorum.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments.

THIRD ORDER OF BUSINESS

Discussion Regarding Towing Policy

The Board directed Mr. Singh to work with Ms. Wallace to recommend changes to policy for overflow parking.

FOURTH ORDER OF BUSINESS**Consideration of Traffic Enforcement Proposal**

Mr. Surak reviewed with the Board. A motion made by Ms. Campagna to approve pending Ms. Surak to asked Pasco County if they will accept inspection that was done for the Certificate of Completion. No second, motion failed. This was tabled until the next meeting.

FIFTH ORDER OF BUSINESS**Consideration of the Minutes of the Regular Meeting held on January 10, 2023**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Minutes of the Regular meeting on January 10, 2023, for Copper Spring Community Development District.

SIXTH ORDER OF BUSINESS**Consideration of Operations and Maintenance Expenditure for November and December 2022**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the Operations and Maintenance Expenditures for November 2022 (\$55,032.03) and December 2022 (\$20,904.51) for Copper Spring Community Development District.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

No report.

B. District Engineer

No report.

C. Landscape and Irrigation Update**i. Response to February 9, 2023 Site Visit Report**

Mr. Herman provided an update to the Board. There were two (2) trees planted along pond bank at pond behind mail kiosk. Ms. Wallace to take pictures and add them to next month's report.

D. District Manager

Ms. Wallace reminded the Board of Supervisors of the next meeting that is scheduled for April 11, 2023 at 9:00 a.m. Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Ms. Wallace reviewed the site visit report with the Board.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

Ms. Campagna requested to add resumes to the next meeting agenda.

Mr. Singh asked Ms. Wallace to follow up with David at **Pepos**.

Mr. Singh asked about the homeless camp on Pasco County property adjacent to CDD property.

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors authorized Mr. Singh to draft a letter to Pasco County informing them of homeless camp and providing that to the District Manager to send to Pasco County, for Copperspring Community Development District.

Mr. Singh asked if the HOA can help with removing vehicles left on CDD roads.

Mr. Singh asked about the Lennar property behind the pool; they are waiting for the permit to be approved before conveying to the CDD.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Wallace stated that there were no other matters to come before the Board of Supervisors at this time.

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors adjourned the meeting at 10:10 a.m. for Copperspring Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 6

Copperspring Community Development District

District Office · Wesley Chapel, Florida · (813) 944-1001

Mailing Address · 3434 Colwell Ave · Suite 200 · Tampa, Florida 33614

www.copperspringcdd.org

Operations and Maintenance Expenditures

January 2023

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2023 through January 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$28,378.86**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Duke Energy	100083	9100 8753 4531 12/22	3980 Copperspring Blvd Irrigation 12/22	\$ 30.76
Duke Energy	100074	9100 8753 4713 11/22	000 Copperspring Blvd Lights 11/22	\$ 563.69
Duke Energy	100083	9100 8753 4713 12/22	000 Copperspring Blvd Lights 12/22	\$ 574.01
Duke Energy	100074	9100 8753 4911 11/22	6575 Moog Road Mailbox 11/22	\$ 30.77
Duke Energy	100075	9100 8756 3073 12/22	6258 Spider Lily Way 12/22	\$ 30.42
Duke Energy	100075	9100 8756 3263 12/22	000 State Road 54 Lite 12/22	\$ 812.81
Duke Energy	100075	9100 9446 4850 12/22	00 Copperspring Blvd Lite PH 3 12/22	\$ 224.73
Duke Energy	100075	9100 9446 7027 12/22	6019 Soaring Osprey Way 12/22	\$ 30.42
Egis Insurance Advisors, LLC	100084	17872	Property Insurance - Add Property	\$ 467.00
Fieldstone Landscape Services	100085	18619	Landscape Maintenance 01/23	\$ 10,333.00
Jayman Enterprises, LLC	100072	2324	Repaired Fence 7043 Emerald Loop 12/22	\$ 225.00
Jayman Enterprises, LLC	100072	2332	Troubleshoot speed monitor 12/22	\$ 185.00

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Kelly Evans	100076	KE011023 249	Board of Supervisors Meeting 01/10/23	\$ 200.00
Laura Coffey	100077	LC011023 249	Board of Supervisors Meeting 01/10/23	\$ 200.00
Lori Campagna	100078	LC011023 249	Board of Supervisors Meeting 01/10/23	\$ 200.00
Lutz Hotel Management, LLC	100086	121322 Residence Inn - 2 BOS Meeting Room Rental 01/10/2023		\$ 81.33
Pasco County Utilities	100079	17763400	3950 River Otter Lane - Irrigation 12/22	\$ 130.50
Pasco County Utilities	100079	17763407	3707 Copperspring Blvd - Irrigation 12/22	\$ 296.25
Pasco County Utilities	100079	17763556	6258 Spider Lily Way 12/22	\$ 82.50
Pegasus Engineering, LLC	100080	226378	Engineering Services 09/22 - 11/22	\$ 1,800.00
Residence Inn Northpointe	100071	121322 Residence Inn	BOS Meeting Room Rental 01/10/2023	\$ 81.33
Rizzetta & Company, Inc.	100082	INV0000074653	District Management Fees 01/23	\$ 4,199.34
Rizzetta & Company, Inc.	100073	INV0000074864	Annual Dissemination Services 01/23	\$ 5,000.00
Sitex Aquatics, LLC	100087	7158B	Bush Hog Dry Ponds 01/23	\$ 2,400.00

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

January 1, 2023 Through January 31, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Trevor Singh	100081	TS011023	Board of Supervisors Meeting 01/10/23	\$ 200.00
Total				\$ 28,378.86

District Office · Wesley Chapel, Florida · (813) 944-1001
Mailing Address · 3434 Colwell Ave · Suite 200 · Tampa, Florida 33614
www.copperspringcdd.org

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2023 through February 28, 2023. This does not include expenditures previously approved by the Board.

Approval of Expenditures:

Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

February 1, 2023 Through February 28, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Duke Energy	100089	9100 8753 4911 12/22	6575 Moog Road Mailbox 12/22	\$ 34.10
Duke Energy	100089	9100 8756 3073 01/23	6258 Spider Lily Way 01/23	\$ 30.42
Duke Energy	100091	9100 8756 3263 01/23	000 State Road 54 Lite 01/23	\$ 812.81
Duke Energy	100092	9100 8753 4531 01/23	3980 Copperspring Blvd Irrigation & Lites 01/23	\$ 30.67
Duke Energy	100092	9100 9446 4850 01/23	00 Copperspring Blvd Lite PH 3 01/23	\$ 224.73
Duke Energy	100098	9100 9446 7027 01/23	6019 Soaring Osprey Way 01/23	\$ 30.42
Fieldstone Landscape Services	100093	18890	Irrigation Repairs 01/23	\$ 167.78
Fieldstone Landscape Services	100095	18987	Irrigation Repairs 01/23	\$ 85.88
Fieldstone Landscape Services	100099	19099	Landscape Maintenance 02/23	\$ 10,332.90
Jayman Enterprises, LLC	100090	2369	Dumpster & Draining Cleaning 01/23	\$ 475.00
Jayman Enterprises, LLC	100100	2385	Debris Removal 01/23	\$ 150.00
Jayman Enterprises, LLC	100100	2418	Fence Repair 02/23	\$ 475.00

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

February 1, 2023 Through February 28, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Lutz Hotel Management, LLC	100096	021623 Lutz	BOS Meeting Room Rental 02/16/23	\$ 81.33
Pasco County Utilities	100094	17932053	3950 River Otter Lane - Irrigation 01/23	\$ 53.25
Pasco County Utilities	100094	17932056	6557 Water Hemlock Way 01/23	\$ 3.65
Pasco County Utilities	100094	17932063	3707 Copperspring Blvd - Irrigation 01/23	\$ 123.75
Pasco County Utilities	100094	17932786	6258 Spider Lily Way 01/23	\$ 40.50
Pasco County Utilities	100094	17933709	3980 Soaring Osprey Way 01/23	\$ 7.50
Rizzetta & Company, Inc.	100088	INV0000075288	District Management Fees 02/23	\$ 4,199.34
Straley Robin Vericker	100097	22619	General Legal Services 01/23	\$ <u>842.00</u>
Report Total				\$ <u>18,201.03</u>