

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

August 1, 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, August 8, 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. Ratification of Fieldstone Tree Removal ProposalTab 1
 - B. Consideration of Proposal for Madison & End CapsTab 2
 - C. Discussion Regarding Towing PolicyTab 3
 - D. Consideration of District Services AddendumTab 4
 - E. Consideration of BOS ResumesTab 5
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held on
July 11, 2023Tab 6
 - B. Consideration of Operation and Maintenance Expenditures
June 2023Tab 7
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape and Irrigation UpdateTab 8
 - D. District Manager
- 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

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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, July 11, 2023, at 9:02 a.m.** at Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Present were:

Kelly Evans	Board Supervisor, Chair
Trevor Singh	Board Supervisor, Vice-Chair
Lori Campagna	Board Supervisor, Assistant Secretary
Christopher Smith	Board Supervisor, Assistant Secretary
Christina Cruz	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

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

An audience member requested access through CDD property to build a pool. It was determined that access through CDD property was not needed.

THIRD ORDER OF BUSINESS

Announcement of Registered Voter Count

Ms. Wallace stated that as of April 15, 2023, there were 708 registered voters residing in the district.

FOURTH ORDER OF BUSINESS

Consideration of Audit Engagement Letter

On a Motion by Ms. Evans, seconded by Ms. Cruz, with all in favor, the Board of Supervisors approved the Audit Engagement Letter from Grau & Associates for Auditing Services for fiscal year ending September 2023 with an option for two additional years, for the Copperspring Community Development District.

FIFTH ORDER OF BUSINESS

**Public Hearing on Adopting FY 2023/2024
Final Budget**

On a Motion by Ms. Evans seconded by Mr. Singh, with all in favor, the Board of Supervisors opened the public hearing on FY 2023/2024 final budget, for the Copperspring Community Development District.

Ms. Wallace reviewed the proposed budget and responded to questions regarding various line items. There were no public comments.

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors closed the public hearing on FY 2023/2024 final budget, for the Copperspring Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-07;
Adopting Fiscal Year 2023-2024 Final
Budget**

On a Motion by Ms. Campagna, seconded by Ms. Cruz, with all in favor, the Board of Supervisors approved Resolution 2023-07; Adopting Fiscal Year 2023-2024 Final Budget as presented, for the Copperspring Community Development District.

SEVENTH ORDER OF BUSINESS

**Public Hearing on Adopting Levying of
Assessments to Fund FY 2023/2024
Budget**

On a Motion by Ms. Evans seconded by Ms. Campagna, with all in favor, the Board of Supervisors opened the public hearing on levying assessments to fund FY 2023/2024 budget, for the Copperspring Community Development District.

Ms. Wallace reviewed the purpose of the public hearing and the resolution to adopt the assessments. There were no public comments.

On a Motion by Ms. Evans, seconded by Mr. Singh, with all in favor, the Board of Supervisors closed the public hearing on FY 2023/2023 final budget, for the Copperspring Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2023-08,
Imposing Special Assessments and
Certifying the Assessment Roll**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved Resolution 2023-08, imposing special assessments, and certifying the assessment roll, for Copperspring Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2023-09,
Setting Fiscal Year-2023-2024 Meeting
Schedule**

Ms. Wallace recommended the Board meet on the 2nd Tuesday of the month at 10:00 a.m. with the exceptions of October, December, February, and September to meet the County's four evening meetings requirement. Those meetings would commence at 5:00 p.m. and all meetings would be held at the Residence Inn by Marriott Tampa located at 2101 Northpointe Parkway, Lutz, Florida 33588.

On a Motion by Mr. Singh, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved Resolution 2023-09, setting the Fiscal Year 2023/2024 meeting schedule, as discussed, for Copperspring Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-10, Re-
Designating Secretary**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved Resolution 2023-10, naming Scott Brizendine as Secretary, for Copperspring Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of the Minutes of the Audit
Committee Meeting Held on May 9, 2023**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the minutes of the Audit Committee meeting held on May 9, 2023, for Copperspring Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Regular Meeting Held on May 9, 2023**

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved the minutes of the regular meeting held on May 9, 2023, for Copperspring Community Development District.

THIRTEENTH ORDER OF BUSINESS**Ratification of the Operation and
Maintenance Expenditures for April and
May 2023**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for April 2023 (\$33,137.87) and May 2023 (\$21,100.78), for Copperspring Community Development District.

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

No report.

B. District Engineer

No report.

C. Landscape & Irrigation Update

The Board asked that Mr. Herman provide proposals with options for landscaping the endcaps at the Madison entry.

D. District Manager

Ms. Wallace reminded the Board of Supervisors of the next meeting that is scheduled for August 15, 2023, at 9:00 a.m. Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

FIFTEENTH ORDER OF BUSINESS**Supervisor Requests**

Ms. Evans directed Ms. Wallace to ask the HOA to send out another email blast to residents looking for potential Board Seat Candidates.

Ms. Cruz sought information regarding a timeline for the Kayak Launch. It was stated that it is in permitting.

Mr. Singh spoke about adding a list of holidays to the no parking policy. He will provide a listing of proposed holidays to be added to the next meeting agenda.

SIXTEENTH 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 9:58 a.m. for Copperspring Community Development District.

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Copperspring Community Development District

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

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Operations and Maintenance Expenditures

June 2023

For Board Approval

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

The total items being presented: **\$23,028.75**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

June 1, 2023 Through June 30, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Clearview Land Design, P.L.	100152	23-04500	Engineer Services 04/23	\$ 1,875.00
Duke Energy	100156	9100 8756 3073 05/23	6258 Spider Lily Way 05/23	\$ 30.79
Duke Energy	100156	9100 8756 3263 05/23	000 State Road 54 Lite 05/23	\$ 817.85
Duke Energy	100161	9100 8753 4531 05/23	3980 Copperspring Blvd Irrigation & Lites 05/23	\$ 30.79
Duke Energy	100161	9100 8753 4713 05/23	000 Copperspring Blvd Lights 05/23	\$ 577.54
Duke Energy	100161	9100 8753 4911 05/23	6575 Moog Road Mailbox 05/23	\$ 30.79
Duke Energy	100161	9100 9446 4850 05/23	00 Copperspring Blvd Lite PH 3 05/23	\$ 226.14
Duke Energy	100161	9100 9446 7027 05/23	6019 Soaring Osprey Way 05/23	\$ 30.79
Fieldstone Landscape Services	100160	19944	Landscape Maintenance 06/23	\$ 10,332.91
Lutz Hotel Management, LLC	100153	052423 Lutz 249	BOS Meeting Room Rental 06/13/23	\$ 81.33
Pasco County Property Appraiser	100154	050223 - 249	Non-Ad Valorem Annual Fees 05/23	\$ 150.00
Pasco County Utilities	100157	18519243	6557 Water Hemlock Way 05/23	\$ 27.75
Pasco County Utilities	100157	18519244	3950 River Otter Lane - Irrigation 05/23	\$ 119.25
Pasco County Utilities	100157	18519254	3707 Copperspring Blvd - Irrigation 05/23	\$ 790.50

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

June 1, 2023 Through June 30, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Pasco County Utilities	100157	18520572	6258 Spider Lily Way 05/23	\$ 114.75
Pasco County Utilities	100157	18521141	3980 Soaring Osprey Way 05/23	\$ 79.50
Rizzetta & Company, Inc.	100151	INV0000080664	District Management Fees 06/23	\$ 4,199.34
Rizzetta & Company, Inc.	100155	INV0000080854	Mass Mailing - Budget Notices 06/23	\$ 564.00
Straley Robin Vericker	100158	23178	General Legal Services 05/23	\$ 2,040.00
Times Publishing Company	100159	0000290389 06/07/23	Legal Advertising Acct# 202058 06/23	\$ 788.13
Times Publishing Company	100162	0000290392 06/14/23	Legal Advertising Acct# 202058 06/14/23	\$ 121.60
Report Total				<u>\$ 23,028.75</u>