

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

October 2, 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, October 10, 2023 at 10:00 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 FY 2023-2024 EGIS Insurance Renewal..... Tab 1
 - B. Consideration of Traffic Enforcement Proposal..... Tab 2
 - C. Presentation of Arbitrage Rebate Report Tab 3
 - D. Acceptance of FY 2022 Final Audit Tab 4
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held on August 8, 2023 Tab 5
 - B. Consideration of Operation and Maintenance Expenditures July & August 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

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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, August 8, 2023, at 9:00 a.m.** at Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Present were:

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	Representative, Clearview Land Design <i>(via conf. call)</i>
Mike Bruegger	District Engineer, Pegasus Engineering <i>(via conf. call)</i>

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**

Audience comments were entertained regarding "No Parking" signs on Hanover Drive.

THIRD ORDER OF BUSINESS **Ratification of Fieldstone Tree Removal Proposal**

On a Motion by Ms. Cruz, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the Fieldstone tree removal proposal in the amount of \$2,200, for the Copperspring Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Proposal for Madison & End Caps

A brief discussion was held regarding the desire to have an option for sod replacement included.

On a Motion by Mr. Singh, seconded by Mr. Smith, with all in favor, the Board of Supervisors tabled the Fieldstone proposal median endcaps pending receipt of option for sod replacement, for the Copperspring Community Development District.

FIFTH ORDER OF BUSINESS

Discussion Regarding Towing Policy

Discussion was held regarding the proposed dates with adjustments requested. The Board indicated that it would like to see Labor Day, Memorial Day, and the Fourth of July dates removed and the Christmas dates changed to December 16th from December 18th. A suggestion was made that the dates be reviewed each fiscal year during the budget public hearing.

On a Motion by Ms. Cruz, seconded by Mr. Singh, with all in favor, the Board of Supervisors approved the suspended towing dates, as discussed, for the Copperspring Community Development District.

The Board directed Staff to change the dates and file as per District Counsel. Ms. Wallace will send the towing vender (A-1) and the HOA manager a copy of the new policy.

SIXTH ORDER OF BUSINESS

Consideration of District Services Addendum

Ms. Wallace reviewed the addendum for the Board.

On a Motion by Ms. Campagna, seconded by Mr. Singh, with all in favor, the Board of Supervisors approved the third addendum to the contract for professional district services, for the Copperspring Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of the Minutes of the Regular Meeting Held on July 11, 2023

A request was made to correct the next meeting date from the 15th to the 8th.

On a Motion by Ms. Cruz, seconded by Mr. Singh, with all in favor, the Board of Supervisors approved the minutes of the regular meeting held on July 11, 2023, as discussed, for Copperspring Community Development District.

EIGHTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for April and
June 2023**

On a Motion by Ms. Campagna, seconded by Mr. Singh, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for June 2023 (\$23,028.75), for Copperspring Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Board Supervisor
Resignations**

Mr. Smith stated that he would like to resign effective immediately.

On a Motion by Ms. Campagna, seconded by Mr. Singh, with all in favor, the Board of Supervisors accepted the resignation of Chris Smith from Seat 4 on the Board with a term expiring 2026, for the Copperspring Community Development District.

Ms. Wallace presented the names of two interested candidates to fill the seat.

On a Motion by Mr. Singh, seconded by Ms. Cruz, with all in favor, the Board of Supervisors appointed Uberti Macias to serve as Board Supervisor in Seat 4, for the Copperspring Community Development District.

Mr. Macias swore and affirmed the oath of office as stated by Ms. Wallace, a Notary in the State of Florida, and waived Board compensation.

Ms. Campagna stated that she would like to resign effective immediately.

On a Motion by Ms. Cruz, seconded by Mr. Singh, with all in favor, the Board of Supervisors accepted the resignation of Lori Campagna from Seat 2 on the Board with a term expiring 2026, for the Copperspring Community Development District.

On a Motion by Mr. Singh, seconded by Ms. Cruz, with all in favor, the Board of Supervisors appointed Tamaría Swartzbeck to serve as Board Supervisor in Seat 2, for the Copperspring Community Development District.

Ms. Swartzbeck swore and affirmed the oath of office as stated by Ms. Wallace, a Notary in the State of Florida, and accepted Board compensation for attending meetings.

District Counsel briefly reviewed the Florida Sunshine Law, and Chapter 190 to the new Supervisors, explaining the additional information would be provided to them.

Ms. Wallace reviewed the Form 1 requirements and asked that they provide an email address to Rizzetta for communication purposes. It was stated that the email should be set up specifically for District business to avoid any personal emails included should a records requests occur.

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

No report.

B. District Engineer

No report.

C. Landscape & Irrigation Update

Ms. Wallace presented proposals totaling \$2593 and \$2045 for irrigation repairs that were distributed under separate cover. A brief discussion ensued.

On a Motion by Ms. Campagna, seconded by Ms. Cruz, with all in favor, the Board of Supervisors authorized District Management to work with Mr. Singh on getting an updated proposal combining the two areas with more detail and approved a not-to-exceed amount of \$5,000, for Copperspring Community Development District.

Ms. Wallace presented a proposal for Top Choice totaling \$7,740.27. It was not approved.

D. District Manager

Ms. Wallace reminded the Board of Supervisors of the next meeting that is scheduled for September 12, 2023, at 5:00 p.m. at Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Ms. Wallace presented a site visit report and an update on the Traffic Enforcement Agreement. She explained that all the signs must be repaired prior to execution of the agreement. Two additional signs had to be ordered and once completed, she will reach out to the Engineer.

ELEVENTH ORDER OF BUSINESS**Supervisor Requests**

Mr. Singh expressed concern with pond banks that are not being mowed.

TWELFTH 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. Cruz, seconded by Mr. Singh, with all in favor, the Board of Supervisors adjourned the meeting at 10:15 a.m. for Copperspring Community Development District.

Assistant Secretary

Chairman/Vice Chairman

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Copperspring Community Development District

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

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Operations and Maintenance Expenditures

July 2023

For Board Approval

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

The total items being presented: **\$25,799.78**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

July 1, 2023 Through July 31, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Christina M Cruz	100171	CC050923	Board of Supervisors Meeting 05/09/23	\$ 200.00
Christina M Cruz	100171	CC071123	Board of Supervisors Meeting 07/11/23	\$ 200.00
Christopher Smith	100172	CS071123 - 249	Board of Supervisors Meeting 07/11/23	\$ 200.00
Duke Energy	100164	9100 8756 3073 06/23	6258 Spider Lily Way 06/23	\$ 30.79
Duke Energy	100167	9100 8756 3263 06/23	000 State Road 54 Lite 06/23	\$ 817.85
Duke Energy	100167	9100 9446 4850 06/23	00 Copperspring Blvd Lite PH 3 06/23	\$ 212.56
Duke Energy	100173	9100 8753 4713 06/23	000 Copperspring Blvd Lights 06/23	\$ 577.54
Duke Energy	100173	9100 8753 4911 06/23	6575 Moog Road Mailbox 06/23	\$ 30.79
Duke Energy	100173	9100 9446 7027 06/23	6019 Soaring Osprey Way 06/23	\$ 29.60
Fieldstone Landscape Services	100169	20150	Landscape Maintenance 07/23	\$ 10,332.90
Jayman Enterprises, LLC	100165	2595	Repairs 06/23	\$ 175.00
Kelly Evans	100174	KE071123 - 249	Board of Supervisors Meeting 07/11/23	\$ 200.00
Lori Campagna	100175	LC071123 - 249	Board of Supervisors Meeting 07/11/23	\$ 200.00
Lutz Hotel Management, LLC	100166	062323 Lutz 249	BOS Meeting Room Rental 07/11/23	\$ 81.33
Lutz Hotel Management, LLC	100176	071723 Lutz	BOS Meeting Room Rental 08/08/23	\$ 81.33
Pasco County Utilities	100168	18695713	3950 River Otter Lane - Irrigation 06/23	\$ 108.75

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

July 1, 2023 Through July 31, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pasco County Utilities	100168	18695715	6557 Water Hemlock Way 06/23	\$ 20.25
Pasco County Utilities	100168	18695717	3707 Copperspring Blvd - Irrigation 06/23	\$ 573.75
Pasco County Utilities	100168	18695863	6258 Spider Lily Way 06/23	\$ 112.50
Pasco County Utilities	100177	18696076	3980 Soaring Osprey Way 06/23	\$ 85.50
Rizzetta & Company, Inc.	100163	INV0000081339	District Management Fees 07/23	\$ 4,199.34
Sitex Aquatics, LLC	100170	7662B	Bush Hog Dry Ponds 07/23	\$ 2,400.00
Straley Robin Vericker	100178	23293	General Legal Services 06/23	\$ 4,730.00
Trevor Singh	100179	TS071123	Board of Supervisors Meeting 07/11/23	<u>\$ 200.00</u>
Report Total				<u>\$ 25,799.78</u>

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Operations and Maintenance Expenditures

August 2023

For Board Approval

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

The total items being presented: **\$21,682.09**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
AMTEC	100185	6499-08-23	Arbitrage Calculation Series 2019	\$ 450.00
Christina M Cruz	100186	CC080823	Board of Supervisors Meeting 08/08/23	\$ 200.00
Christopher Smith	100187	CS080823	Board of Supervisors Meeting 08/08/23	\$ 200.00
Duke Energy	100181	9100 8753 4531 06/23	3980 Copperspring Blvd Irrigation & Lites 06/23	\$ 30.79
Duke Energy	100181	9100 8756 3073 07/23	6258 Spider Lily Way 07/23	\$ 30.79
Duke Energy	100182	9100 8756 3263 07/23	000 State Road 54 Lite 07/23	\$ 817.85
Duke Energy	100188	9100 8753 4531 07/23	3980 Copperspring Blvd Irrigation & Lites 07/23	\$ 30.79
Duke Energy	100188	9100 8753 4713 07/23	000 Copperspring Blvd Lights 07/23	\$ 577.54
Duke Energy	100188	9100 9446 4850 07/23	00 Copperspring Blvd Lite PH 3 07/23	\$ 226.14
Duke Energy	100188	9100 9446 7027 07/23	6019 Soaring Osprey Way 07/23	\$ 30.79
Fieldstone Landscape Services	100192	20358	Landscape Maintenance 08/23	\$ 10,332.91
Jayman Enterprises, LLC	100183	2645	Weed Removal 07/23	\$ 125.00
Jayman Enterprises, LLC	100183	2672	Pressure Washing 08/23	\$ 675.00

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Lori Campagna	100189	LC080823 - 249	Board of Supervisors Meeting 08/08/23	\$ 200.00
Pasco County Utilities	100190	18867396	3950 River Otter Lane - Irrigation 07/23	\$ 82.50
Pasco County Utilities	100190	18867398	6557 Water Hemlock Way 07/23	\$ 15.75
Pasco County Utilities	100190	18867402	3707 Copperspring Blvd - Irrigation 07/23	\$ 552.75
Pasco County Utilities	100190	18867755	6258 Spider Lily Way 07/23	\$ 112.50
Pasco County Utilities	100190	18868073	3980 Soaring Osprey Way 07/23	\$ 89.25
Rizzetta & Company, Inc.	100180	INV0000082202	District Management Fees 08/23	\$ 4,199.34
Sitex Aquatics, LLC	100193	7781B	Bush Hog Dry Ponds 08/23	\$ 2,400.00
Times Publishing Company	100184	0000297323 07/26/23	Legal Advertising Acct# 202058 07/23	\$ 102.40
Trevor Singh	100191	TS080823	Board of Supervisors Meeting 08/08/23	<u>\$ 200.00</u>
Report Total				<u>\$ 21,682.09</u>