

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

November 6, 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, November 14, 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. Acceptance of Special Warranty DeedTab 1
 - B. Consideration of Landscape Inspection Services ProposalTab 2
 - C. Consideration of Landscape RFP ProposalTab 3
 - D. Consideration of Landscape Maintenance ProposalsTab 4
 - E. Consideration of Bushhogging ProposalTab 5
 - F. Consideration of Reserve Study Proposals.....Tab 6
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held on October 10, 2023Tab 7
 - B. Consideration of Operation and Maintenance Expenditures September 2023.....Tab 8
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - i. Consideration of FY 2023-2024 Engineering ServicesTab 9
 - C. Landscape and Irrigation UpdateTab 10
 - D. District ManagerTab 11
 - i. Presentation of Website Compliance ReportTab 12
- 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, October 10, 2023, at 10:01 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
Uberty Macias	Board Supervisor, Assistant Secretary Board
Tamaria Swartzbeck	Supervisor, Assistant Secretary Board
Christina Cruz	Supervisor, Assistant Secretary

Also Present were:

Debby Wallace	District Manager, Rizzetta & Company, Inc.
Sean Craft	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley Robin Vericker
Brian Surak	District Engineer, Clearview Land Design
John Correlius	Representative, Fieldstone Landscaping

Audience	Present
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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 put forward at this time.

THIRD ORDER OF BUSINESS**Ratification of FY 2023-2024 EGIS
Insurance Proposal**

Ms. Wallace spoke regarding the proposal form EGIS to renew the insurance coverage for the district at a cost of \$19,540, which covers property, general liability, and public officials and employment practices liability. She asked that the Board ratified approval of the proposal as it was approved outside of a meeting due to timing constraints.

On a Motion by Ms. Cruz, seconded by Mr. Singh, with all in favor, the Board of Supervisors ratified the EGIS insurance proposal for fiscal year 2023-2024, for the Copperspring Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Traffic Enforcement
Proposal**

A brief discussion was held regarding the Clearview proposal to install traffic control signs.

On a Motion by Ms. Cruz, seconded by Ms. Swartzbeck, with all in favor, the Board of Supervisors approved the proposal for the installation of traffic control signs subject to changing to an hourly rate with a not-to-exceed amount of \$5,500, for the Copperspring Community Development District.

FIFTH ORDER OF BUSINESS

Presentation of Arbitrage Report

Ms. Wallace provided a brief overview of the Arbitrage Report prepared by AMTEC, noting that there was no rebate liability.

On a Motion by Ms. Evans, seconded by Ms. Swartzbeck, with all in favor, the Board of Supervisors accepted the Arbitrage Report for period ending July 31, 2023, for the Copperspring Community Development District.

SIXTH ORDER OF BUSINESS

Acceptance of FY 2022 Financial Audit

Ms. Wallace reviewed the fiscal year 2022 audit completed by Grau & Associates, noting that there were no adverse findings.

On a Motion by Ms. Evans, seconded by Ms. Swartzbeck, with all in favor, the Board of Supervisors accepted the fiscal year 2022 financial audit and authorized its filing with the appropriate governmental entities, for the Copperspring Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Regular Meeting Held on August 8, 2023**

On a Motion by Ms. Evans, seconded by Mr. Singh, with all in favor, the Board of Supervisors approved the minutes of the regular meeting held on August 8, 2023, as presented, for Copperspring Community Development District.

EIGHTH ORDER OF BUSINESS**Ratification of the Operation and Maintenance Expenditures for July and August 2023**

On a Motion by Ms. Evans, seconded by Ms. Cruz, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for July 2023 (\$25,779.78) and August 2023 (\$21,682.09), for Copperspring Community Development District.

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

No report.

B. District Engineer

No report.

C. Landscape & Irrigation Update

Ms. Wallace presented a proposal with two options (sand or rock) for the endcaps that were distributed under separate cover.

The Board asked that Fieldstone add reports for all future agendas,

On a Motion by Ms. Cruz, seconded by Ms. Swartzbeck, with all in favor, the Board of Supervisors tabled the proposal for the endcaps until the February agenda, for Copperspring Community Development District.

D. District Manager

Ms. Wallace reminded the Board of Supervisors of the next meeting that is scheduled for November 14, 2023, at 10:00 a.m. at Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

The Board asked that Ms. Wallace collect a reserve fund study proposal.

A brief discussion was held regarding trash pick-up at the mail kiosks. Ms. Cruz will check with the HOA to see if they are serving those trash cans.

(Ms. Cruz left the meeting at 11:20 a.m.)

TENTH ORDER OF BUSINESS**Supervisor Requests**

Mr. Singh requested that Management look at going out for bid for landscape maintenance and landscape inspection services.

Ms. Evans stated that she will provide the Board with the design of the Kayak areas.

ELEVENTH ORDER OF BUSINESS**Adjournment**

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

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On a Motion by Ms. Evans, seconded by Ms. Swartzbeck, with all in favor, the Board of Supervisors adjourned the meeting at 11:30 a.m. for Copperspring Community Development District.

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Assistant Secretary

Chairman/Vice Chairman

DRAFT

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Copperspring Community Development District

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Operations and Maintenance Expenditures 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: **\$43,908.95**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

September 1, 2023 Through September 30, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
ASI Landscape Management	100201	6160	Pine Tree Removal 07/23	\$ 1,000.00
Duke Energy	100194	9100 8753 4911 07/23	6575 Moog Road Mailbox 07/23	\$ 30.79
Duke Energy	100196	9100 8756 3073 08/23	6258 Spider Lily Way 08/23	\$ 30.79
Duke Energy	100196	9100 8756 3263 08/23	9100 8756 3263 08/23	\$ 817.94
Duke Energy	100199	9100 8753 4531 08/23	3980 Copperspring Blvd Irrigation & Lites 08/23	\$ 30.79
Duke Energy	100199	9100 9446 4850 08/23	00 Copperspring Blvd Lite PH 3 08/23	\$ 226.17
Duke Energy	100204	9100 8753 4713 08/23	000 Copperspring Blvd Lights 08/23	\$ 577.60
Duke Energy	100204	9100 8753 4911 08/23	6575 Moog Road Mailbox 08/23	\$ 30.79
Duke Energy	100204	9100 9446 7027 08/23	6019 Soaring Osprey Way 08/23	\$ 30.79
Egis Insurance Advisors, LLC	100202	19503	Property Insurance -Renew Policy 10/01/23- 10/01/24	\$ 19,540.00
Fieldstone Landscape Services	100205	20683	Landscape Maintenance 09/23	\$ 10,332.90
Lutz Hotel Management, LLC	100206	092123 Lutz-249	BOS Meeting Room Rental 10/10/23	\$ 81.33
Pasco County Utilities	100200	19028671	3950 River Otter Lane - Irrigation 08/23	\$ 102.75

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

September 1, 2023 Through September 30, 2023

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Pasco County Utilities	100200	19028672	6557 Water Hemlock Way 08/23	\$ 18.75
Pasco County Utilities	100200	19028674	3707 Copperspring Blvd - Irrigation 08/23	\$ 643.50
Pasco County Utilities	100200	19028820	6258 Spider Lily Way 08/23	\$ 127.50
Pasco County Utilities	100200	19029033	3980 Soaring Osprey Way 08/23	\$ 96.75
Rizzetta & Company, Inc.	100195	INV0000083187	District Management Fees 09/23	\$ 4,199.34
Straley Robin Vericker	100197	23475	General Legal Services 08/23	\$ 1,659.14
Times Publishing Company	100203	0000304277 09/03/23	Legal Advertising Acct# 202058 09/23	\$ 147.50
Times Publishing Company	100203	0000305548 09/13/23	Legal Advertising Acct# 202058 09/13/23	\$ 143.20
U.S. Bank	100198	7033854	Trustee Administration Fees S2019 08/01/23 - 07/31/24	<u>\$4,040.63</u>
Report Total				<u>\$ 43,908.95</u>