



Rizzetta & Company

Copperspring Community Development District

**Board of Supervisors' Meeting
January 14, 2020**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1001**

**COPPERSPRING CDD
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

Board of Supervisors	Kelly Evans Laura Coffey Lori Campagana Chris Smith David Jae	Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin & Vericker
District Engineer	Brian Surak	Clearview Land

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

January 6, 2020

Board of Supervisors
**Copperspring Community
Development District**

FINAL AGENDA

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Copperspring Community Development District will be held on Tuesday, January 14, 2020 at 11:00 a.m., at the Rizzetta Offices located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. The following is the final agenda for the meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held on November 12, 2019.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for October and November 2019Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Establishing Audit Committee
 - B. Discussion of Natural Buffer Areas Policy.....Tab 3
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 8. 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) 994-1001.

Sincerely,

Matthew Huber
District Manager

Tab 1

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, November 12, 2019, at 9:00 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present were:

Kelly Evans	Board Supervisor, Chairman
Lori Campagna	Board Supervisor, Assistant Secretary
Chris Smith	Board Supervisor, Assistant Secretary
Matthew Huber	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley, Robin Vericker (via conference call)

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order and confirmed quorum.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no members no the general audience in attendance.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the special Meeting held on August 13, 2019

Mr. Huber presented the Minutes of the special Meeting held on August 13, 2019 to the Board of Supervisors.

On a Motion by Ms. Evans, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the Minutes of the special Meeting held on August 13, 2019 for Copperspring Community Development District.

42 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
43 **Maintenance Expenditures for July,**
44 **August, and September 2019**
45

46 Mr. Huber presented the July, August and September reports and confirmed that
47 the invoice for the landscape lights would be include in the October packet.
48

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor with all in favor, the Board of Supervisors approved the operations and maintenance expenditures for July 2019 (\$6,451.00), August 2019 (\$16,547.67), and September 2019 (\$61.00), for Copperspring Community Development District.

49 **FIFTH ORDER OF BUSINESS** **Staff Reports**
50

51 **District Counsel**
52 No report.

53 **District Engineer**
54 Not present and no report.

55 **District Manager**
56 Mr. Huber reminded the Board of Supervisors of the next meeting scheduled for December
57 10, 2019 at 9:00 a.m.

58 **SIXTH ORDER OF BUSINESS** **Supervisor Comments**
59

60 Ms. Evans informed the Board that the small park area is strictly landscape
61 maintenance at this time. She also noted that the entrance sign needs to be rebuilt as it
62 is holding water and phase 2 to include the amenity center is under development.
63

64 **SEVENTH ORDER OF BUSINESS** **Adjournment**
65

66 Mr. Huber stated that there were no other matters to come before the Board of
67 Supervisors at this time.
68

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Board of Supervisors adjourned the meeting at 9:05 a.m., for Copperspring Community Development District.

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Assistant Secretary

Chairman/Vice Chairman

Tab 2

Copperspring Community Development District

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operations and Maintenance Expenditures October 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2019 through October 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$15,251.85**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Duke Energy	000020	36528 75505 09/19	Deposit 3980 Copperspring Blvd 09/19	\$ 200.00
Duke Energy	000022	36528 75505 10/19	3980 Copperspring Blvd 10/19	\$ 30.64
Egis Insurance Advisors LLC	000016	9206	General Liability & Public Officials Insurance 10/01/19-10/01/20	\$ 5,000.00
Fieldstone Landscape Services	000017	1954	Bi-weekly Pond Mowing 08/19	\$ 2,500.00
Fieldstone Landscape Services	000017	812	One Time Pond Bush Hog 07/19	\$ 800.00
Rizzetta & Company, Inc.	000018	INV0000043086	District Management Fees 09/19	\$ 3,275.00
Rizzetta & Company, Inc.	000018	INV0000043519	District Management Fees True Up for 08/19, 09/19	\$ 1,150.00
Straley Robin Vericker	000019	17426	General Legal Services 08/19	\$ 1,993.71
Straley Robin Vericker	000019	17534	General Legal Services 08/19	\$ 151.50
Times Publishing Company	000021	0000016282 09/29/19	Legal Advertising Acct# 202058 09/19	\$ 151.00
Report Total				<u>\$ 15,251.85</u>

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Copperspring Community Development District

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Operations and Maintenance Expenditures November 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2019 through November 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,857.92**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Copperspring Community Development District

Paid Operation and Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Department of Economic Opportunity	000023	74782	Special District Fee FY 2019-2020	\$ 175.00
Duke Energy	000024	36528 75505 11/19	3980 Copperspring Blvd 11/19	\$ 20.42
Fieldstone Landscape Services	000025	2176	Monthly Landscape Maintenance 10/19	\$ 4,749.00
Rizzetta & Company, Inc.	000026	INV0000043824	District Management Fees 10/19	\$ 3,850.00
Rizzetta & Company, Inc.	000026	INV0000044445	District Management Fees 11/19	\$ 3,850.00
Straley Robin Vericker	000027	17639	General Legal Services 010/19	\$ 213.50
Report Total				<u>\$ 12,857.92</u>

Tab 3

NATURAL BUFFER AREAS POLICY STATEMENT

The following is the policy statement of the District as it regards the natural tree protection, wetland and upland buffer areas that are scattered in large numbers throughout the Community. The policy statement is consistent with the policies of other governments including Pasco County, and Southwest Florida Water Management District (SWFWMD) as it regards their natural, conservation tree protection and wetland conservation/preservation areas:

The natural areas are not intended to be maintained. These areas are to be left untouched to allow for nature to take its normal course. Vegetation that dies including, but not limited to trees are left to fulfill their role in nature's process.

Trees, within or immediately adjacent to these areas, that have died and appear to pose a threat of falling and damaging an abutting property owner's property may be addressed by the abutting property owner after securing permission to remedy the situation from the CDD and all required permits from all authorities having jurisdiction including Pasco County, and SWFWMD. Such abutting property owner must initially contact the CDD for permission to address the removal or remediation of the threatening situation and shall then be responsible for any needed permitting or review by Pasco County, and SWFWMD. Permitted trimming and/or removal, where warranted, shall be done at the expense of the abutting property owner. The goal is to minimize disturbance to these areas.

In the event that a tree does fall onto another's property, that property owner has the right to cut back or limb the tree as necessary to their individual property line. The rest of the tree is to be left as is. This would also pertain to normal maintenance, which would allow an owner to trim back any encroaching vegetation to their property line. No one is allowed to encroach into the natural areas for any reason, from maintenance to placement of personal property of any kind.

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