



Rizzetta & Company

Copperstone Community Development District

**Board of Supervisors' Regular Meeting
December 14, 2021**

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813-533-2950

copperstonecdd.org

COPPERSTONE COMMUNITY DEVELOPMENT DISTRICT

District Office · Riverview, Florida · (813) 533-2950

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.copperstonecdd.org

**Board of Supervisors
Copperstone Community
Development District**

December 7, 2021

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Copperstone Community Development District will be held on **December 14, 2021, at 6:30 p.m.** at the Copperstone Clubhouse located at 8145 115th Avenue East, Parrish, FL 34219. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for the meetings:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
 - A.** Aquatic Maintenance
 1. Presentation of Pond Report.....USC
 - B.** District Engineer
 - C.** District Manager
 1. Review of District Manager's Report.....Tab 1
 - D.** District Counsel
- 4. BUSINESS ITEMS**
 - A.** Review and Approval of Blalock Walters ContractTab 2
 - B.** Discussion of Excess Revenue Funds
- 5. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors Meeting held on November 16, 2021.....Tab 3
 - B.** Consideration of Operation & Maintenance Expenditures for November 2021.....Tab 4
- 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) 533-2950.

Sincerely,

Christina Newsome

Christina Newsome
District Manager



Rizzetta & Company

District Manager's Report

December 14

2021

UPCOMING DATES TO REMEMBER

- **Next Meeting:** January 18, 2022
- **FY 2020-2021 Audit Completion Deadline:** April 28, 2022

FINANCIAL SUMMARY

11/30/2021

General Fund Cash & Investment Balance: \$110,161

Reserve Fund Cash & Investment Balance: \$186,584

Debt Service Fund Investment Balance: \$96,440

Total Cash and Investment Balances: \$393,185

General Fund Expense Variance: \$9,037 Under Budget

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December 2, 2021

Via E-Mail and US Mail

Copperstone Community Development District
c/o Christina Newsome, District Manager
Rizzetta & Company
12750 Citrus Park Lane, Suite 115
Tampa, FL 33625

Re: District Attorney to Copperstone Community Development District

Dear Ms. Newsome:

We want to thank the Board of Supervisors for retaining our firm as General Counsel to Copperstone Community Development District ("District"). We look forward to working with you, the Board of Supervisors and District staff to provide any legal services required by the District. Additionally, we will strive to provide proactive lawyering as much as possible to reduce potential litigation.

Fees and Expenses

Our fees and expenses are based as set forth below. We will endeavor to staff the Matter in a cost effective manner.

We will bill you at the following hourly rates, which may be adjusted from time to time. Except for services related to litigation and third-party opinion letters, we will bill you at the rate of \$250.00 per hour for attorneys and \$125.00 per hour for paralegals and clerks. Services for litigation shall be billed at \$300.00 per hour. Independent of the professional fees incurred, you will be billed for disbursements such as online legal research, recording fees and other similar charges. The charges will be separately identified on your invoice.

When appropriate due to the need for very specialized expertise outside of our firm, we may retain special counsel after discussion with the Chair. We expect these occasions to be rare. Fees for Opinion letters to third parties will be based on the complexity of the issues and risks to the firm. The Chair and the firm shall attempt to review the services and fees prior to June 1st of each year. After October 1st of each year, the fees and rates may be increased by the firm to reflect increases pursuant to the U. S. CPI – Urban Index.

The District will receive an invoice as to our monthly charges on approximately the tenth (10th) of each month. Upon receipt, please review the invoice and contact the undersigned regarding any questions or concerns. We request that you pay the invoice within twenty (20) days

mbarnebey@blalockwalters.com

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Copperstone Community Development District

Re: District Counsel

December 2, 2021

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from receipt. In the event that you do not pay the invoice within thirty (30) days of receipt, the amount due and owing shall be subject to interest charge of 1% per month compounded daily.

I will be the attorney principally responsible for representing the District. Marisa Powers will serve as my primary back up in the event of an unexpected absence. Marisa has been practicing law for over 15 years with an emphasis on litigation and local government law. Scott Rudacille, who is a Board Certified City, County and Local Government Law attorney, is also available for consultation. We have attorneys specializing in a wide range of practice areas such as real estate law, litigation, corporate law, employment law and tax law, many of whom are Board Certified, who will be available to assist when needed. Their services are included in the fee schedule discussed herein.

We strive to be open and available to our clients. We will promptly respond to your inquiries, usually within 48 hours unless circumstances prevent it. Our staff is well trained and knowledgeable. Progress information may be obtained from them, but they cannot give legal advice.

This agreement may be terminated on ninety (90) days written notice by either the Board of Supervisors or the firm.

If the arrangement for services as set forth above is acceptable, please sign the attached copy of this letter and return it to this office. If you have any questions regarding the foregoing, please do not hesitate to contact me.

Very truly yours,

Mark P. Barnebey
Blalock Walters, P.A.

MPB/jld

ACCEPTED:

_____, Chair
Copperstone Community Development District

Subject: Copperstone - Excess Revenue Funds

Christina

The finance team has reviewed the indentures for Copperstone and determined that any balance in the Revenue account on November 2nd can be transferred to the district to be used for any lawful purpose. Typically, there are 2 uses

- 1) Return to the General Fund and be used as agreed upon by the board
- 2) Transfer to the Prepayment account and be used for the pay down of the bonds on the next Redemption Date, typically May 1.

The total amount on deposit is \$3,677.36

This overage is a result of the difference between the amount collected by the tax collector and the amount needed to pay the annual debt service. This difference can be caused by homeowners who do not take full advantage of the early payment discount and/or the variations in the annual bond payment due versus what is collected.

We will need for the board to make a decision and then we will have the chairman sign a written directive to forward to the trustee.

Thanks

Bill

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 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.

**COPPERSTONE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Copperstone Community Development District was held on **Tuesday, November 16, 2021, at 6:30 p.m.** located at the Copperstone Clubhouse located at 8145 115th Avenue East, Parrish, FL 34219. The following is the agenda for this meeting:

Present and constituting a quorum:

Amy Tran	Board Supervisor, Chairman
Gerard Litrenta	Board Supervisor, Vice Chair
Michael Fondario	Board Supervisor, Assistant Secretary
Ryan Stulman	Board Supervisor, Assistant Secretary
Adam Bailey	Board Supervisor, Assistant Secretary

Also present were:

Christina Newsome	District Manager, Rizzetta & Company, Inc.
Kyle Thornton	Consulting Engineer, Halff Associates, Inc.
Jason Jaszczak	Solitude Lake Management (via telephone)
Mark Barnebey	Blalock Walters, Attorney

Audience	Audience was present
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were audience members in attendance. No audience comments.

THIRD ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance

The Board reviewed the pond report from Solitude Lake Management. The Board inquired about the fish kill on pond #13. Mr. Jaszczak reported that the fish killed was minor and the cause was not determined. Mr. Bailey discussed pond erosion

report on pond # 23. Mr. Jaszak will look further at it. Mr. Jaszak will check the total perimeter coverage of aquatic plants on ponds #8, 22, 25 and #10.

B. District Engineer

Board inquired about drainage issue at home on 11009 77th St. E. Issue reported from Former District Engineer report, that fence needs to be raised. The fence is on CDD property. Ms. Newsome will forward recommendation from last report to the Board and to Mr. Thornton for review for further discussion.

C. District Manager

Ms. Newsome informed the Board that the next regular meeting is scheduled for Tuesday, December 14, 2021, at 6:30 p.m.

Ms. Newsome reminded the Board of Financial Year end 2020-2021 Audit Completion deadline will be on April 28,2022.

Ms. Newsome reviewed with the Board the September Financial summary

Ms. Newsome updated the Board that Badger Bob's Service (Formally Goodson Electronics) will be out on November 22,2021 to address the light pole and bulbs. For possible brighter lightning and taller at entry. The Board asked Ms. Newsome to check with the vendor on the exposed wires and capping of meter # 31858455.

D. District Counsel

No report

FOURTH ORDER OF BUSINESS

**Consideration of Balock Walters
Proposal**

Mr. Barnebey presented the Board with a history on Balock Walters Attorneys At Law and the Board reviewed the proposal of firm's services.

On a Motion by Mr. Litrenta, seconded by Ms. Tran, with all in favor, the Board of Supervisors accepted the contract from Balock Walters Attorneys at Law for the Copperstone Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Halff Contract
for District Engineer Services**

Motion to accept Halff Contract for District Engineer services. The Board clarifies that the rate schedule ending in 12/31/22 are the rates that will be used.

On a Motion by Mr. Litrenta, seconded by Mr. Stulman, with all in favor, the Board of Supervisors accepted the contract for Halff the Copperstone Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Rizzetta
Technology Services Agreement**

The Board reviewed and approved the Rizzetta Technology Agreement.

On a Motion by Ms. Tran, seconded by Mr. Stulman, with all in favor, the Board of Supervisors accepted the Rizzetta Technology Service Agreement for the Copperstone Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on October 19, 2021**

Ms. Newsome presented the Minutes of the Board of Supervisors' Meeting held on October 19, 2021, as amended to Correction to Line 138 "Erie Road"

On a Motion by Mr. Fondario, seconded by Ms. Tran, with all in favor, the Board of Supervisors approved the Board of Supervisors' Regular meeting minutes for October 19, 2021, for the Copperstone Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
October 2021**

Ms. Newsome presented the Operations & Maintenance Expenditures for October 2021 for \$34,274.40

On a Motion by Ms. Tran seconded by Mr. Litrenta, with all in favor, the Board of Supervisors approved the Board of Supervisors approved the October 2021 Operations & Maintenance Expenditures for \$34,274.40 for the Copperstone Community Development District.

NINETH ORDER OF BUSINESS

Supervisor Requests

Ms. Newsome updated the Board on Mr. Fondario's request for Bridge repair quotes. Ms. Newsome has reached out to several vendors and is waiting for quotes to present to the board.

Ms. Tran requested the Meeting Summary notes to be sent to the Board, Clubhouse, and staff.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Stulman, seconded by Ms. Tran, with all in favor, the Board of Supervisors adjourned the meeting at 7:31 p.m., for the Copperstone Community Development District.

Assistant Secretary

Chairman/Vice Chairman

COPPERSTONE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures November 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2021 through November 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$23,348.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Copperstone Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Adam E Bailey	002333	AB101921	Board of Supervisors Meeting 10/19/2021	\$ 200.00
Adam E Bailey	002333	AB111621	Board of Supervisors Meeting 11/16/2021	\$ 200.00
Amy Tran	002337	AT101921	Board of Supervisors Meeting 10/19/2021	\$ 200.00
Amy Tran	002337	AT111621	Board of Supervisors Meeting 11/16/2021	\$ 200.00
Cepira Landscape, LLC	002328	TPA190	Seasonal Flowers 10/21	\$ 960.00
Cepira Landscape, LLC	002328	TPA206	Landscape Maintenance 11/21	\$ 9,750.00
Cepira Landscape, LLC	002328	TPA243	Tree Trimming 10/21	\$ 1,146.00
Department of Economic Opportunity	002329	85070	Special District Fee FY 21/22	\$ 175.00
Gerard Litrenta III	002335	GL101921	Board of Supervisors Meeting 10/19/2021	\$ 200.00
Gerard Litrenta III	002335	GL111621	Board of Supervisors Meeting 11/16/2021	\$ 200.00
Michael Fondario	002334	MF101921	Board of Supervisors Meeting 10/19/2021	\$ 200.00
Michael Fondario	002334	MF111621	Board of Supervisors Meeting 11/16/2021	\$ 200.00
Peace River Electric Cooperative, Inc.	002330	Electric Summary 09/21	Electric Summary 09/21	\$ 862.12

Copperstone Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	002325	INV0000062491	District Management Fees 11/21	\$ 3,891.67
Rizzetta Technology Services, LLC	002326	INV0000008123	Website Hosting Services 11/21	\$ 100.00
Ryan Stulman	002336	RS101921	Board of Supervisors Meeting 10/19/2021	\$ 200.00
Ryan Stulman	002336	RS111621	Board of Supervisors Meeting 11/16/2021	\$ 200.00
Schappacher Engineering	002331	2018	Engineering Services 10/21	\$ 297.50
Solitude Lake Management	002327	PI-A00696800	Fountain Repair 10/21	\$ 3,895.42
Solitude Lake Management	002332	PI-A00703617	Aquatic Services 11/21	<u>\$ 270.85</u>
Report Total				<u><u>\$ 23,348.56</u></u>