



Rizzetta & Company

Copperstone Community Development District

**Board of Supervisors' Regular Meeting
January 3, 2023**

**District Office:
2700 S. Falkenburg Road, Suite 2745
Riverview, Florida 33578
813-533-2950**

copperstonecdd.org

COPPERSTONE COMMUNITY DEVELOPMENT DISTRICT AGENDA

Copperstone Clubhouse located at 8145 115th Avenue East, Parrish, FL 34219

Board of Supervisors	Adam Bailey Gerard Litrenta Ryan Stulman Michael Fondario Tom Fretz	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Christina Newsome	Rizzetta & Company, Inc.
District Attorney	Mark Barnebey	Blalock Walters
District Engineer	Kyle L. Thornton, PE	Half Associates, Inc.

All Cellular phones and pagers must be turned off 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)-533-2950. 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.

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 27, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Copperstone Community Development District will be held on **Tuesday, January 3, 2023, at 6:30 p.m.** at the Copperstone Clubhouse located at 8145 115th Avenue East, Parrish, FL 34219. The following is the agenda for the meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
 - A. Aquatic Maintenance**
 - 1. Presentation of Waterway Inspection Report.....Tab 1
 - B. District Engineer**
 - 1. Consideration of Agreement for Pond Remediation.....Tab 2
 - C. District Counsel**
 - D. District Manager**
 - 1. Review of District Manager’s Report.....Tab 3
 - 2. Presentation of Rizzetta District Supervisor OrientationTab 4
- 4. BUSINESS ITEMS**
 - A. Consideration of Arbitrage Engagement Letter RenewalTab 5**
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors Meeting held on December 6, 2022,Tab 6**
- 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

Tab 1



Copperstone Community Development District

Waterway Inspection Report

Reason for Inspection:
Quality Assurance

Inspection Date:
12/22/2022

Prepared for:
Copperstone
Community Development District

Prepared by:
Tom Donaghy, Service Manager
Doug Agnew, Senior Environmental Consultant

www.AdvancedAquatic.com
lakes@advancedaquatic.com

292 S. Military Trail, Deerfield Beach, FL 33442
Locations in: Deerfield Beach, Fort Myers, Port St. Lucie, and Clearwater/Tampa
1-800-491-9621



TABLE OF CONTENTS

Site Assessments

Sites 1-2	2
Sites 3-4	3
Sites 5-6	4
Sites 7-8	5
Sites 9-10	6
Sites 11-12	7
Sites 13-14	8
Sites 15-16	9
Sites 17-18	10
Sites 19 -20	11
Sites 21-22	12
Sites 23-24	13
Sites 25-26	14
Management Summary/Recommendations	15
Site Map	16

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Site Assessments

Pond 1

Comments:

Normal Growth Observed

Alligatorweed and Torpedograss observed and treated.



Pond 2

Comments:

Treatment In Progress

Alligatorweed and submersed aquatic weed species observed and treated.



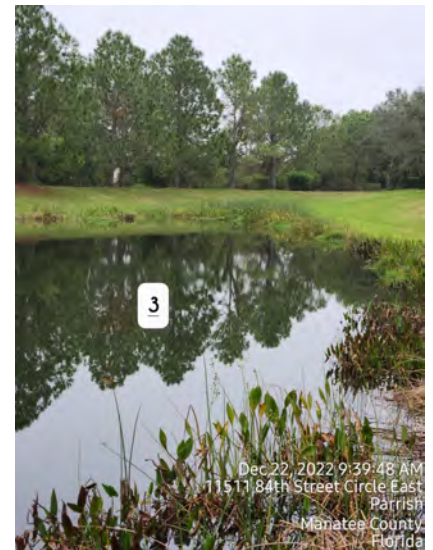
Site Assessments

Pond 3

Comments:

Normal Growth Observed

Torpedograss observed and treated. We launched the boat in the pond to treat the Torpedograss on the waterside (facing the center of the pond) of the beneficial native plants to achieve full coverage.

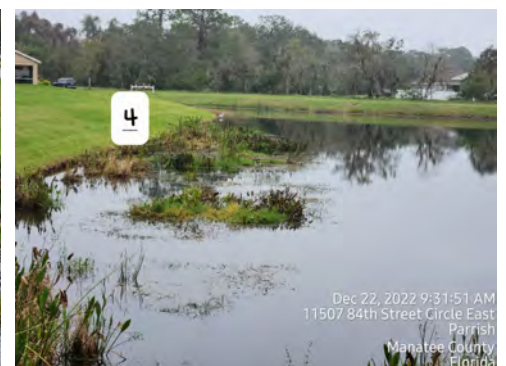
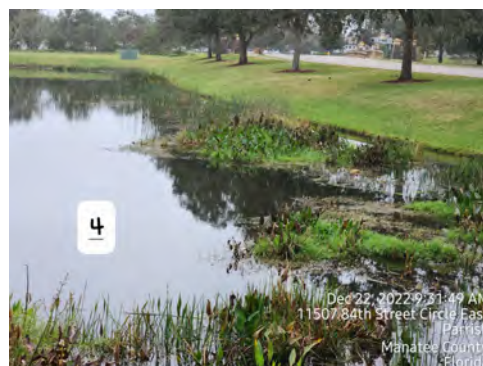


Pond 4

Comments:

Treatment In Progress

Alligatorweed and Torpedograss observed and treated. We launched the boat in the pond to treat the Torpedograss on the waterside (facing the center of the pond) of the beneficial native plants to achieve full coverage.



Site Assessments

Pond 5

Comments:

Site Looks Good

Spot sprayed trace amount of Torpedograss.

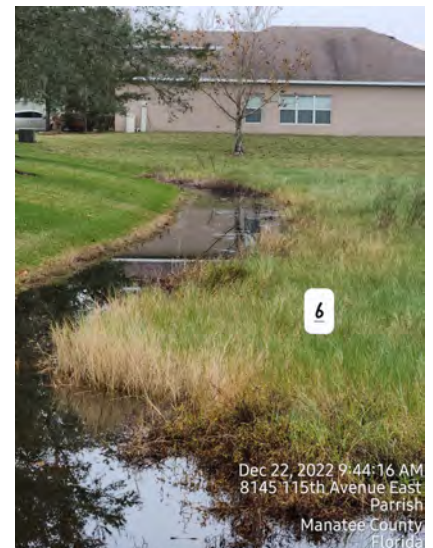
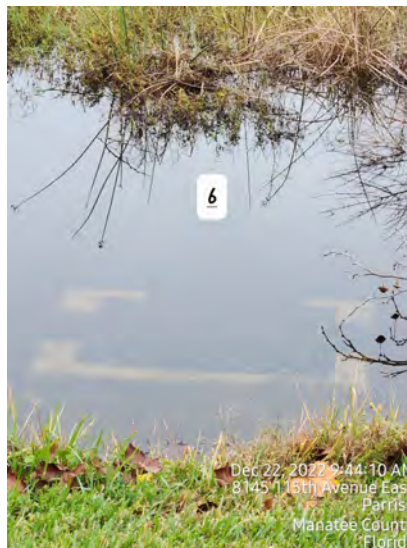


Dry Retention Area 6

Comments:

Site Looks Good

Keeping a 10 ft border around retention pond to allow water to flow. Keeping outflow structure free of aquatic weeds and invasive grasses.



Site Assessments

Dry Retention Area 7

Comments:

Site Looks Good

Focusing on keeping 10ft treatment border around retention area to allow water to flow.

Keeping outflow structure free of aquatic weeds and invasive grasses.



Pond 8

Comments:

Site Looks Good

Trace amount of Torpedograss observed and treated.



Site Assessments

Pond 9

Comments:

Normal Growth Observed

Small amount of Duckweed and Torpedograss observed and treated.



Pond 10

Comments:

Normal Growth Observed

Alligatorweed and Duckweed observed and treated. Alligator weed is decomposing and exhibiting defoliated stems from previous treatments.



Site Assessments

Pond 11

Comments:

Site Looks Good

Trace amount of Torpedograss observed and treated.



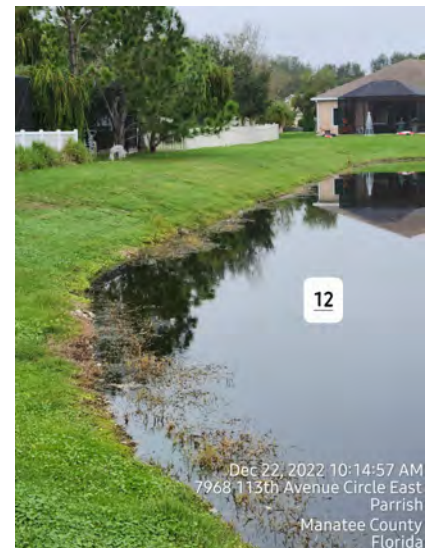
Pond 12

Comments:

Normal Growth Observed

Alligatorweed and Torpedograss observed and treated. Alligator weed is decomposing and exhibiting defoliated stems from previous treatments.

12/22/22- Up and running. Installed new solar power compressor, cooling fan and solar circuit board for this aeration system.



Site Assessments

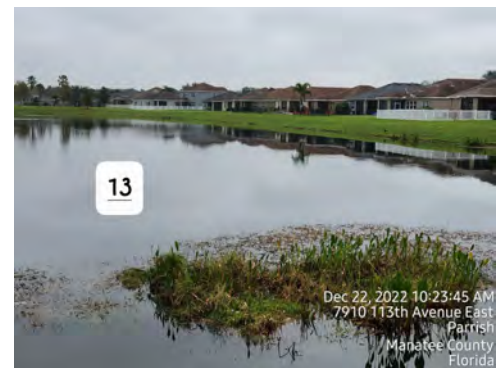
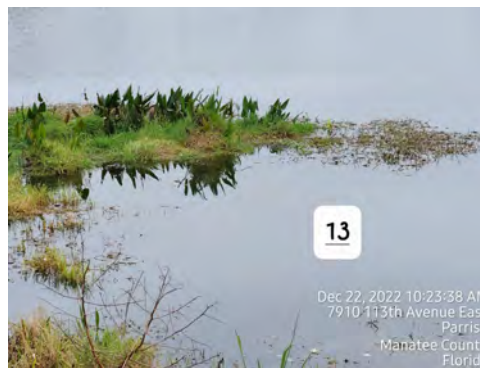
Pond 13

Comments:

Treatment In Progress

Alligator weed and Torpedograss observed and treated.

We launched the boat in the pond to treat the Torpedograss on the waterside (facing the center of the pond) of the beneficial native plants to achieve full coverage.



Pond 14

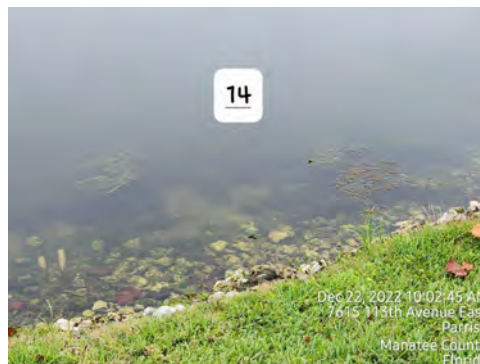
Comments:

Treatment In Progress

Alligator weed, Torpedograss, and trace amounts of Hydrilla observed and treated.

Alligator weed is decomposing and exhibiting defoliated stems from previous treatments.

Launched the boat in the pond to complete these treatments.



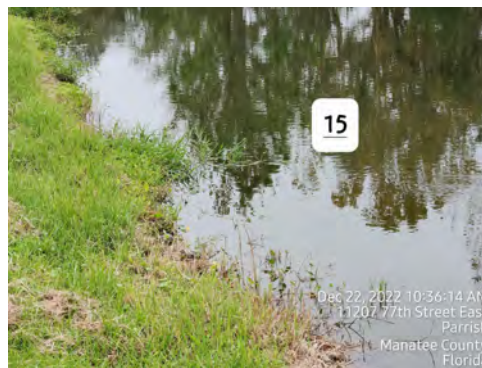
Site Assessments

Pond 15

Comments:

Site Looks Good

Trace amount of Torpedograss observed and treated.



Dry Retention Area 16

Comments:

Site Looks Good

Dry retention area free of all invasive/exotic species..



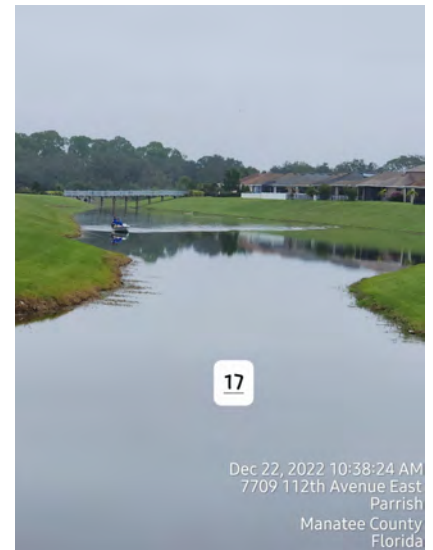
Site Assessments

Pond 17

Comments:

Normal Growth Observed

Alligatorweed and Torpedograss observed and treated with the boat. All outflow structures are clear of any aquatics or invasive grasses.



Pond 18

Comments:

Site Looks Good

No aquatic weed species or invasive grasses observed at this time.



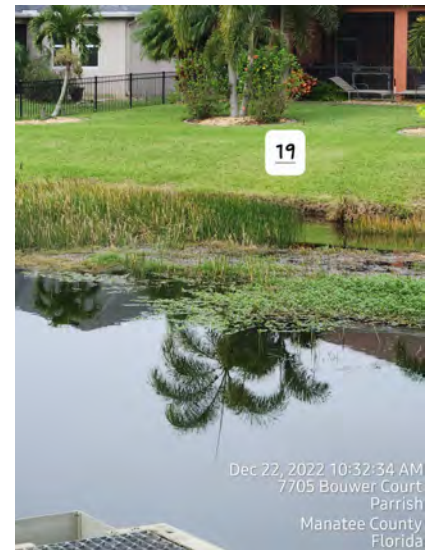
Site Assessments

Pond 19

Comments:

Treatment In Progress

Portions of Alligatorweed observed and treated.



Pond 20

Comments:

Site Looks Good

Trace amounts of Torpedograss observed and treated.



Site Assessments

Pond 21

Comments:

Normal Growth Observed

Selective treatment for Torpedograss located within and around the native beneficial plants is working well.



Pond 22

Comments:

Normal Growth Observed

Trace amounts of Alligatorweed and Torpedograss were observed and treated.

Native aquatic plant species are healthy.



Site Assessments

Pond 23

Comments:

Normal Growth Observed

Torpedograss observed and treated.



Pond 24

Comments:

Normal Growth Observed

Selective treatments for Torpedograss within and around the native aquatic planted areas are working well.

Please see browning out of the Torpedograss.



Site Assessments

Pond 25

Comments:

Site Looks Good

Trace amount of Torpedograss observed and treated.



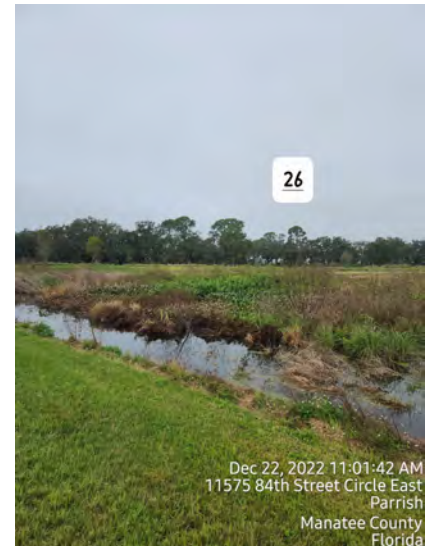
Littoral Area 26

Comments:

Treatment In Progress

We continue to increase treatment coverage to push back invasive weeds and Torpedograss.

If the CDD desires complete treatment of all invasive/exotic weed species (Primrose, Water Hyacinth, etc..) within the entire planted shelf, we would need to rent an ARGO Amphibious treatment vehicle.





Management Summary/Recommendations

Overall Ponds are in good condition. Water clarity is improving in all ponds. Algae and Aquatic weed species are minimal.

We will start incorporating a treatment additive to help break down the proteins in the treated weeds and thereby induce complete decomposition. We will continue to work diligently to maintain the natural beauty of the ponds and keep them reasonably free of algae, aquatic weeds and invasive grasses.

If the CDD desires treatment of all invasive/exotic weed species (Primrose, Water Hyacinth, etc..) within the entire planted shelf, we would need to rent an ARGO Amphibious treatment vehicle. The entire planted area is inaccessible by foot, boat or Airboat.

The following fountain and aeration repairs were completed in December--

Pond 12 (Solar Aeration)- 12/22/22

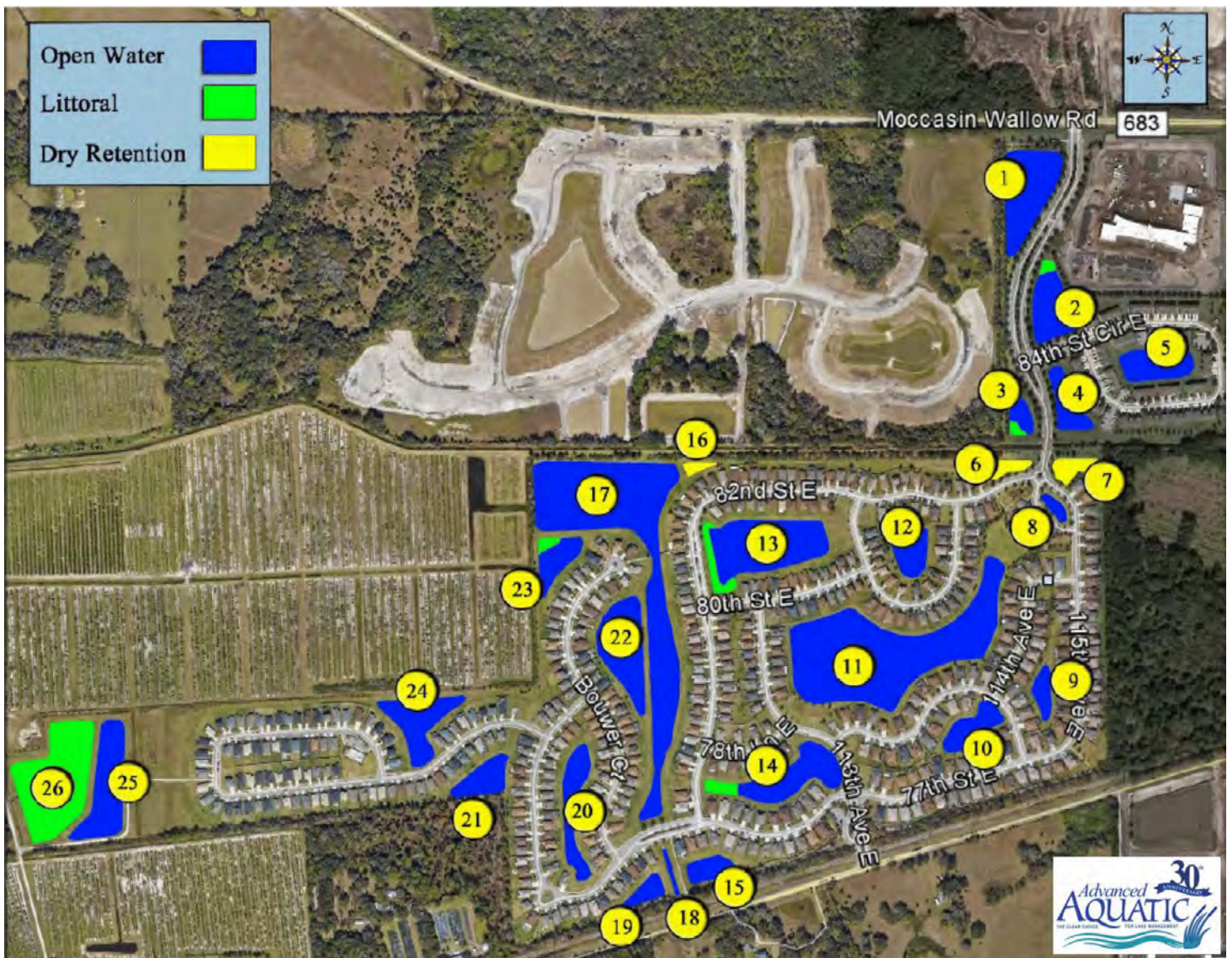
Pond 13- (Standard Power Aeration)- 12/7/22

Pond 14- (Fountain panel repair)- 12/22/22

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Map



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Tab 2



Halff Associates, Inc.
Agreement for Continuing Contact for Professional Engineering Services
Task Order 4

Ms. Christina Newsome
District Manager
Copperstone Community Development District
3434 Colwell Avenue, Suite 200
Tampa, FL 33614
cnewsome@rizzetta.com

Date: December 22, 2022

Project: COPPERSTONE CDD
COMMUNITY STORMWATER PONDS 6 & 7
HALFF AVO# 45847.004

Site Location:

County: Hillsborough State: FL
Latitude: 27.588 Longitude: -82.443

Dear Ms. Newsome:

Services: The following tasks that have been requested in connection with the above project are considered to be beyond the original scope of work and our original Agreement dated November 19, 2021.

Scope: Pursuant to requests and discussion with the CDD Board and based upon the Stormwater Pond Inspection previously provided, it has been determined that Pond number 6 & 7 (aka SWF 21 and 22) were originally designed and permitted to be 'dry stormwater ponds' and are not adequately functioning. The below scope is to provide plans for use in obtaining pricing for rehabilitation of these facilities in an effort to correct this functionality issue. The scope is intended to allow for stopping or pausing after each to assist the CDD in limiting the expenditure for this proposal. Based upon our review of the original design calculations, this proposal is not able to ensure or guarantee that the work proposed below will result in perpetually 'dry' ponds.

Task A – Pre-submittal Meeting

Attend a pre-submittal meeting with local agencies and the Southwest Florida Water Management District (SWFWMD) to establish and confirm design requirements and discuss options for remediation of the issue.

Task B – Conceptual Site Plan/Drainage

Halff will prepare two (2) conceptual stormwater remediation plans for the two ponds indicated above, using readily available information. Prepare a cost opinion for the two options. Along with a cost opinion for replacement of the system as originally designed and permitted, present these options to the CDD Board.

Task C – Construction Plans (If Necessary)

1. Prepare plans and specifications for the CDD Board selected option (assuming the “as constructed” option is not selected. If the “as constructed” option is chosen no plans will be prepared and this Task will not be necessary.
2. This task may require surveying and/or geotechnical analysis that are not included in this scope and fee. Should those items be deemed necessary proposals for those items will be brought to the CDD for approval.

Task D – Southwest Florida Water Management District Permit (If Necessary)

1. Prepare applications and exhibits if required by the Southwest Florida Water Management District for approval of an Environmental Resource Permit, for the modification to the previously permitted pond.
2. Submit the application and exhibits for approval.
3. Consult with and assist permit reviewers and staff during the review process.
4. This task will only be provided if the option selected in Task C and the discussions of the meeting in Task A necessitate.

Task E – Bidding/Negotiations (Hourly)

1. Bids will be requested from no more than three (3) contractors for the purpose of constructing the proposed improvements. This Task is not expected to require a formal RFP process. Note a formal RFP and/or Bond Issuance greatly increases the effort and expense required for obtaining bids.
2. Consult with bidders during the bid process. Answer questions and provide clarification as needed.
3. Itemize results for discussion with CDD Board for bid award.
4. Assist owner in contract negotiations with the optimal bidder.

Task E – Construction Observation/Administration (Hourly)

1. Attend a pre-construction conference with the contractor, as needed.
2. Provide observation as needed for certification upon completion of the project. Observation services required to ensure conformance to the approved plans and specifications.
3. Halff shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of work. Halff shall not be responsible for the means, methods,

techniques, sequences, or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s).

4. Halff's efforts will be directed toward providing limited assurance for the CLIENT that the completed project will conform to the contract documents but shall not be responsible for failure of Contractor(s) to perform the construction work in accordance with the contract documents.
5. During such visits, and on the basis of the on-site observations, Halff shall keep the CLIENT informed of the progress of the work, shall endeavor to guard against defects and deficiencies in the work of the Contractor(s), and may disapprove or reject work as failing to conform to the contract documents. This contract includes only infrequent site inspections that will provide for very limited observations. At the CLIENT'S request, Halff can provide more frequent construction observation and documentation on an hourly rate basis.

Fee Schedule: Our fees for the described services are outlined in the following table. Lump Sum Fees and/or Hourly Fees do not include Reimbursable Expenses directly associated with this project (travel, mileage, reproduction, supplies, and other non-labor reimbursable costs). Reimbursable Expenses will be invoiced at their direct cost-plus fifteen percent (15%) for handling but will not exceed **\$2,000.00** without prior written authorization.

Lump Sum fees will be invoiced monthly based on the status of each task (percent complete). Hourly Services will also be invoiced monthly based on the individual salary costs times 2.3 to cover overhead and profit (salary costs include the individual's raw labor cost and fringe benefit costs).

Scope of Services	Fee
A. Pre-submittal Meetings	\$750.00
B. Conceptual Site Plan/Drainage	\$5,500.00
C. Construction Plans (If Necessary)	If Necessary \$11,000.00
D. SWFWMD Permit (If Necessary)	If Necessary \$8,500.00
E. Bidding/Negotiations	Hourly Estimated \$2,500.00
F. Construction Observation/Administration	Hourly Estimated \$7,000.00
Reimbursable Expenses	Not to Exceed \$500.00
TOTAL (Including Estimates for Hourly, If Necessary and Reimbursable Expenses)	ESTIMATED \$35,750.00

Notes:

1. *The proposed fees are only valid if this Agreement is signed by both parties within 45 days from the date of transmittal and all work is authorized within 90 days.*

2. *Fees depicted as "Hourly" with a listed value indicate tasks with undeterminable scopes. The values indicated are budgetary estimates only and are subject to change, including substantial escalation, without notice. These tasks will be billed on a time and materials basis.*
3. *Items indicated as "If Necessary" are phases that may be omitted based upon the CLIENT and/or agency and the process, procedures or design options determined..*

Additional Service Request Fees: This Agreement constitutes our understanding of the required Additional Services and our relationship under this project, and may only be modified in writing, signed by both parties. All other terms and conditions contained in our original Agreement signed by the Parties and/or dated November 19, 2021, and any/all amendments relating thereto and executed by the Parties since the said date will remain in effect. The signature below authorizes the work herein described and does so on behalf of the Signatory and on behalf of the Owner of the land or property upon which the work is to be performed and warrants that he/she has authority to sign this Agreement on behalf of the Signatory and on behalf of the Owner of the land.

Halff Associates, Inc.

Kyle L. Thornton, PE Date
Director of Engineering
Vice President
Halff Associates, Inc.

Jonathan N. Thornton, PE Date
Land Development Team Leader
Halff Associates, Inc.

ACCEPTED BY:

CLIENT SIGNATURE Date

Typed/Printed Name and Title

Tab 3



Rizzetta & Company

January 3

District Manager's Report

2023

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UPCOMING DATES TO REMEMBER

- **Next Meeting:** February 7, 2023
- **Audit:** Audit committee established

RASI Reports rasireports@rizzetta.com • CDD Finance Team CDDFinTeam@rizzetta.com

Tab 4



Rizzetta District Supervisor Orientation

2023



Rizzetta & Company
Professionals in Community Management

Congratulations!

You Got Elected!



Now What?



Rizzetta & Company

Orientation Objectives

- Understand Florida ***Community Development Districts*** (CDD)
- Understand ***Your Role*** as a member of the Board of Supervisors for your CDD
- Understand ***the Role of Others*** on the Board and in service to the Board
- Understand ***the Finances*** of the District
- Know where to go for reference



Rizzetta & Company

What is a Community Development District?

- Created as a **Financing Vehicle** for the Developer to create your Community
 - Materials purchased tax free (used to construct hardscape, roads, sewer, landscape, pond systems, and anything else needed for the community)
 - Can be used for District improvement projects such as splash pad installation or other amenity enhancements
 - **Tax free municipal bonds sold for financing**
 - Non-Ad Valorem assessments to fund continuing operations and Bond Repayment
 - Financial burden relegated ONLY to those that benefit, not the general public
- A **Public Entity** governed by Elected (Resident) Board Members
 - Allowing Residents to control the aesthetics of their community
 - Must operate “in the Sunshine” per State Statues

**Cost Effective
Development**



What is a Community Development District?

- A local unit of ***Special Purpose Government*** that establishes and maintains its own Budget.
- **Can** enter into and enforce Contracts for Services
 - Contracts for values greater than \$195,000 must utilize a competitive bidding process per FS 190.033 (1)
- **Can** deed assets to other public entities
 - Such as deeding roadways to the city or county relieving the District of road maintenance
- **Governed by Florida Statute 190**
 - Cannot Regulate land use or establish Zoning
 - Cannot issue building permits
 - Cannot provide Police Services
 - Cannot Enforce Deed Restriction or Code compliance

Basically a “micro city”



CDD Accountability

- Special District Information Program with the Department of Economic Opportunity (DEO)
 - Web site address on file along with District Registered Agent
 - Generally, District Manager or District Counsel
 - Invoices and Receive Annual Payment for District (\$175)
 - Due in December and is paid by the District Manager
- Florida Department of State, Division of Library Services
 - Annual Compliance with Public Records Retention Due Dec 31st
 - Completed and submitted by Designated Public Records Liaison officer – generally the District Manager
- Florida Auditor General
 - Annual Financial Audit Due June 30th
 - Prepared by Independent Auditor, Submitted by District Manager
 - Deadline can be altered (earlier) by specific bond requirements
- Supervisor of Elections
 - For county in which the Board Member resides
 - Form 1 completed and submitted by Board Members
 - Due by July 1st each year
 - District Manager will help as needed to complete



Rizzetta & Company

**YOUR
TRUSTED
PARTNER**

CDD Accountability

- Department of Financial Services
 - Public Depositor Annual Report Due by Nov 30th
 - Prepared and submitted by District Manager
 - Annual Financial Report and Annual Financial Audit Due by June 30th
 - Annual Financial Report prepared by District Manager
- Municipal Securities Rulemaking Board (EMMA)
 - Annual Continuing Disclosure Reports due in March
 - Quarterly reports completed for Districts in which landowner or developer owns land responsible for at least 20% of the assessments.
- City or County Commission
 - The Entity creating the District
 - Can conduct investigations for misconduct in collaboration with other agencies
- Trustee for the Bonds
 - Controls all funds associated with debt service payments to bondholders as well as payments for construction activity
- Residents of the District
 - Receive Notice of all Board meetings
 - Opportunity to speak at all meetings



Community Development District General Operations

- All Community Development Districts **MUST employ a District Manager** (FS 190.007 Board of supervisors; general duties. (1))
- All CDD **meetings** must be organized and **held per Sunshine Laws**
- All CDD **records are public information** and available for inspection
 - *Meeting minutes, resolutions, proceedings, certificates, bond records as well as any and all corporate acts shall be open to inspection*
- CDD financial reports are subject to an annual audit (Due by June 30th of each year)
- All CDD's **must maintain a website** which contact specific content per Florida Statutes and must be ADA compliant



Rizzetta & Company

Community Development District General Operations

CDD Board shall consist of 5 members (Supervisors) who hold office for either 2 or 4 years (FS 190.006 (1))

CDD's must establish and administer internal accounting controls

Must Disclose to first residents the existence of the CDD and the amount of annual debt service and O & M (Operations and Maintenance) assessments for their potential property

- Must file Form 1's (Financial Disclosure) by July 1st each year with the State of Florida
- Having majority of Board Members constitutes a quorum for the purposes of conducting District Business
- Board shall elect Chairperson who shall serve at the discretion of the rest of the Board
- All Supervisors have equal voting weight. One person, one vote for all District matters
- Done by District Management company
- Audited Annually by Independent Auditor
- As they will appear on their annual property tax bill



Florida's Government in the **Sunshine Law** F.S. 286.011

- Applies to any **gathering of TWO or MORE Board members**
 - **Members-elect** are also subject to the Sunshine Law
 - Discussing ANY matter which may *foreseeably come before District Board*
 - There is no *per se* violation of the Sunshine Law for a husband and wife to serve on the same Board as long as they don't discuss District Business
- Meetings must be **Open to the Public**
- Meetings **must be properly noticed** - advertised in a newspaper of general circulation
- Meeting minutes must be promptly recorded
- Violations punishable by fine not exceeding \$500
 - Classified as a noncriminal infraction
 - Enforced by Florida Commission on Ethics



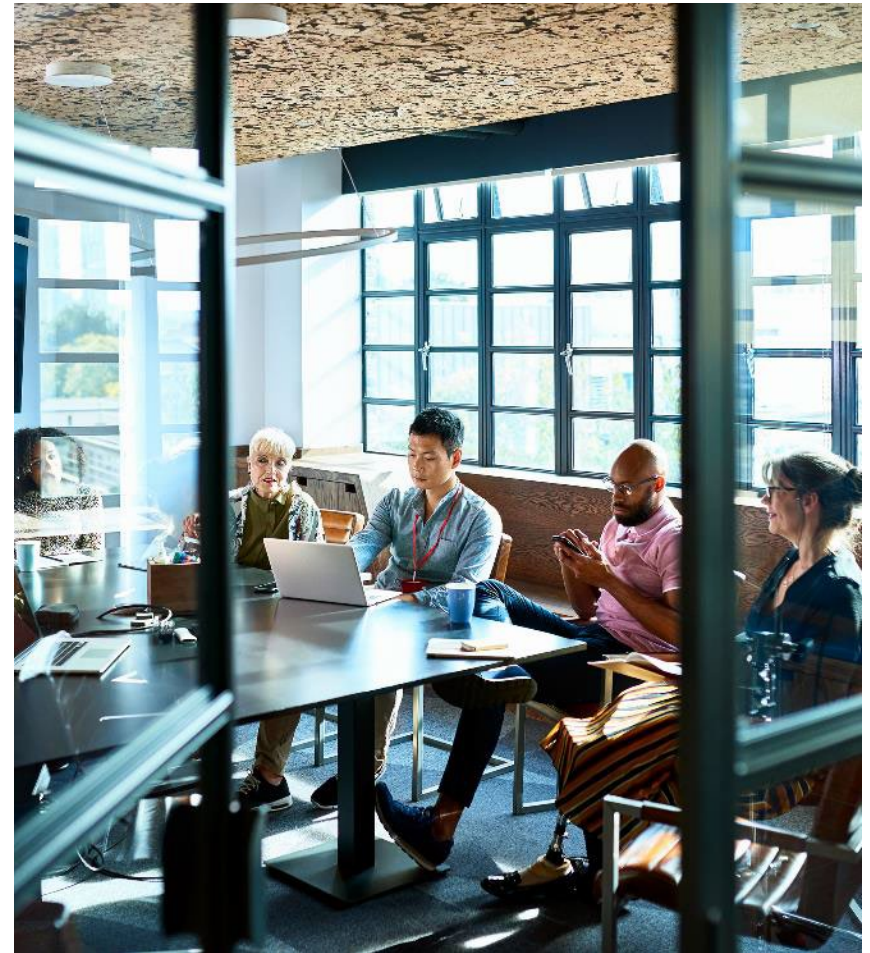
Rizzetta & Company

Fundamentally Your Role



Governing District Activities

- *As a District Board member, the preponderance of your time will be spent at Board meetings. These meetings are formal, tightly regulated, and **the only opportunity to effect change in the daily operations of the District.***
- *For the Board's assistance, there are generally 3 other support staff regularly in attendance: **District Manager, District Counsel and District Engineer**, each role critical to the success of the District.*



Board Composition

Vice Chair

- Serves all duties of Board Chair in their absence
- Elected by other Board Members
- Serves at the discretion of the entire Board
- Researches, provides opinion and votes on all matters presented at meeting

Assistant Secretary

- Researches and provides opinion on all matters presented at meeting
- Votes on all matters including the selection or removal of Chair and Vice Chair
- District Management can also serve as Assistant Secretary but has NO voting rights

Board Chair

- Elected by other Board Members
- Serves at the discretion of the entire board
- Primary contact for District Manager
- Executes Contracts per Board Direction
- Prioritizes and sets meeting agendas
- Researches, provides opinion and votes on all matters presented at meeting

The election of these individuals occurs at the first meeting after any election

Board of Supervisors Role



*The Board serves as the governing body of the CDD and **sets public policies that are implemented by staff.** Based upon Board consideration, **Supervisors may receive compensation up to \$4,800 per year** and possible reimbursement for their participation in Board activities.*

Governing Activities

- **Attend** Scheduled Board Meetings
- Thoroughly **Review Agenda** and attachments prior to meeting
 - Agenda contains **all** material that can be discussed at the scheduled meeting
- **Adhere to Sunshine Law**
 - *Meetings of two or more Supervisors must be publicly announced*
- *Adhere to Florida's Code of Ethics*
- *Adhere to Florida's Public Records Laws*
- **Voice your Opinion**, but know when to concede
 - **Vote** based on YOUR knowledge and experience
- Act with Fiscal Prudence
 - Understand District Financial Package
 - Participate in Annual Budgeting process
 - Know when District money is being spent
 - District Counsel generally bills by the hour – calls to them are not free
 - Extended meetings generally incur additional hourly fees
- Allow District Staff to conduct day to day business



Rizzetta & Company

Legally and Ethically represent your constituents

Florida's Code of Ethics

Florida Statutes Chapter 112 (Part III)

The Code of Ethics is meant to ensure that public officials **conduct themselves independently** and impartially, promote the full and faithful discharge of their public duties, **not use their positions for private gain**, and to protect the integrity of and public confidence in government.



As a Public Official, you (or member of your family) **CAN NOT**

- **Accept or solicit anything** of value from anyone or any entity for your vote or that you should reasonably know would influence your vote
 - Vote can't be bought
- **Accept or solicit anything** of value (including services) from CDD Vendors
 - Favors = Trouble
- **Disclose or use information** not available to the public and obtained by reason of their public position, for your personal benefit or the benefit or others
- Corruptly use or attempt to **use your position** or the resources thereof to obtain special privilege for yourself or others
- Abuse your position to **obtain a disproportionate benefit** for yourself, your family or a business for which are you affiliated or have any ownership therein
- Personally or anyone in your family do business (either directly or through an employer) with or be employed by the CDD
- Vote on an item where you, your family, employer or **business may receive a benefit from such a vote.**
 - Must announce voting conflict and file **Form 8B disclosure with District Manager within 15 days of the vote**
 - Does not apply to a landowner-elected Board



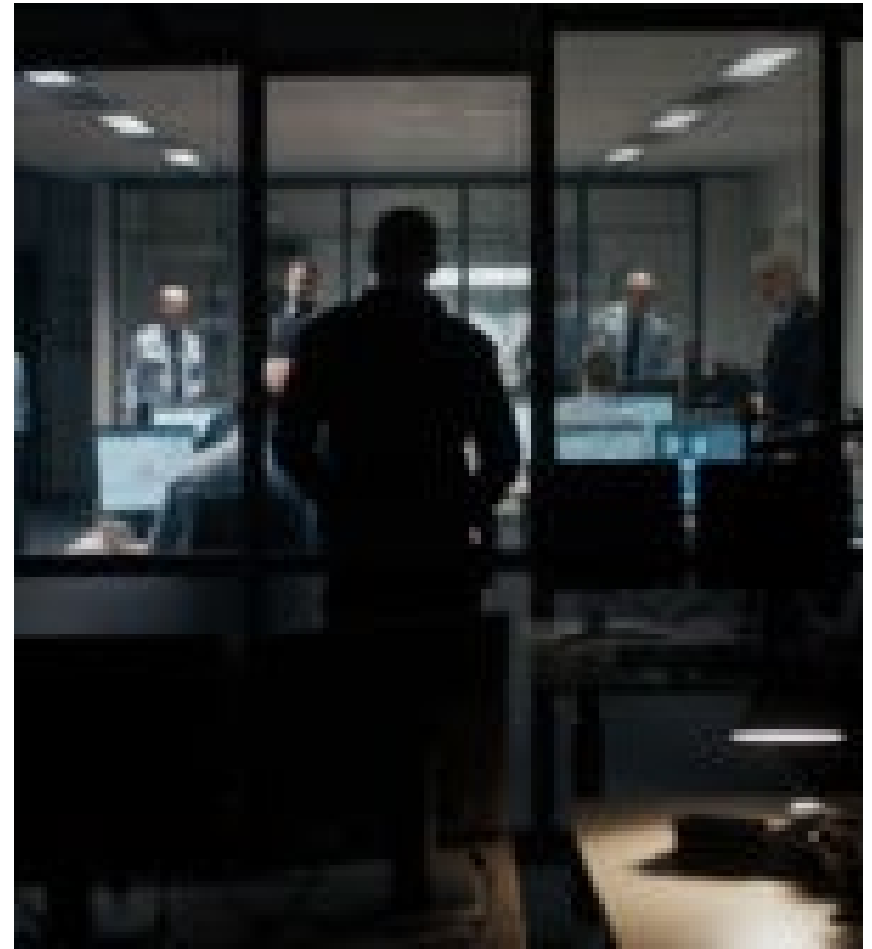
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As a Public Official **YOU MUST**

- File a **Form 1 financial disclosure** while in office
 - Form 1 must be filed with the county Supervisor of Elections by **July 1st each year**
 - If you were appointed, it must be filed within **30 days** from the date of appointment
 - Disclosure is limited to sources of income, types of financial interests, and relationships with specific types of businesses. *No dollar values are required to be listed.*
- File a **Form 1F financial disclosure** within **60 days** of departing the board.

Penalties and Consequences

- Suspension or removal of office by the Governor
- Public reprimand and restitution of any benefits received
- Civil penalty up to \$10,000
- State Attorney may investigate possible criminal violations
- Failure to **file Form 1** timely **(by July 1st)** results in automatic fine of \$25 per day up to a maximum penalty of \$1,500



Recommendations for Ethics Compliance



- **Prioritize your public duties** ahead of any private interests
- **Do not accept or solicit anything** of value in relation to your public duties
- **Disclose voting conflicts**
- Keep a copy of all financial disclosures (Form 1)

What are Public Records?

- “Public Records are all materials, regardless of the physical form, made or received pursuant to law or ordinance or in connection with the transaction of official business by any agency” *Florida Statutes, 119.011(12) Definitions*
- “A Public Record is any material prepared in connection with office agency business which is intended to perpetuate, communicate or formalize knowledge” *Shevin v. Byron, Schaffer, Reid & Associates Inc, 379 So. 2d 633 (Fla. 1980)*
- Materials, regardless of form are subject to inspection by members of the public at their request
 - Requests are made to the District’s Public Records Custodian
 - Florida Statutes 119.011(5) designates the District Manager as the Custodian
 - District Manager is obligated to locate and produce (in native format only) all records requested



Email as a Public Record

- Emails are public records in some circumstances
 - Must Perpetuate, Communicate or Formalize Knowledge related to the CDD.
- *“We conclude that ‘personal’ emails are not ‘made or received pursuant to law or ordinance or in connection with the transaction of official business’ and, therefore, do not fall within the definition of public records”* *State v. City of Clearwater, 863 So. 2d 149 (Fla. 2003)*

Social Media as a Public Record

- Use of Social Media by a Board Supervisor in an official capacity is **Strongly Discouraged**
 - Social Media communications must be for municipal, not private purposes
 - Cannot be used by Board Supervisors to circumvent Sunshine criteria
 - Cannot initiate or perpetuate an exchange or discussion of matters that foreseeably will come before the Board for official action
 - Cannot act as a liaison for the exchange of information between Board members outside Noticed Meetings
- **Content** of Page or Posts **determines if it is a Public Record**
 - “made or received in connection of the transaction of official business or behalf of the CDD”



Penalties and Consequences



- Suspension or removal of office by the Governor
- Fine up to \$500 for noncriminal infraction
- Willful Violation may be found guilty of 1st degree misdemeanor, fine up to \$1,000 and imprisonment up to 1 year.
- Attorney fees if lawsuit was required to obtain records

Recommendations for Public Records Compliance

- **Use District owned email.**
 - Highly recommended to have District contract for email services
 - Removes the burden of archiving with contractor
 - Responsibility for replying to Public Records Requests falls to contractor
- If District does not contract that service, **create an email box separate from your private email.**
 - Best practice would be to work your Seat number into the email address in some fashion. Over time you may be elected to different Seats on the board.
 - Always use this email for Public communications
- If you copy or send an email or email copy to the District Manager, you no longer need to retain it as it will become the District Manager's responsibility for archiving
- If you do use text or social media, screen shot the conversation and send them to the District manager
 - Accurate file labeling is strongly encouraged
- Don't email anything you don't want to see in the news
- Forward any Public Records request to the District Manager upon receipt



Voicing Your Opinion

Board Meetings

- Properly noticed, **public meetings are the only forum** at which the board can discuss and act on District matters.
- Meeting efficiency and adherence to the agenda are key to successful District Meetings.
- **Meeting preparation is essential for meeting success.**
 - Agendas (which include all pertinent documentation) are sent 7 days in advance of the meeting
- As an elected official, your duty is to represent your constituency, not any personal interests or agenda. **Govern in the best interest of the District.**



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Voicing Your Opinion

Typical Board Meeting Agenda

- Call to Order
- Roll Call
- Audience Comments
 - **Limited to 3 minutes per Person**
- Business Administration
 - Consideration of prior meeting's minutes
 - Consideration of monthly expenditures
- New Business Items
 - **Per the Agenda set by Board Chair**
- Staff Reports
 - District Counsel
 - District Engineer
 - District Manager
- Supervisor Requests
 - **Opportunity to surface your issues or concerns regarding the District or its Operation**
- Adjournment



Meeting Conduct

- Key to a good meeting is a prepared Board and CDD Staff
 - Thoroughly review Agenda attachments prior to meeting. Have questions prepared on the material.
- Govern in the best interest of the CDD and its residents
- Meetings must be free of slanderous or insulting comments
 - As needed comments from the audience must be addressed as being unacceptable
- Private conversations between individual Board Members are distracting and counter-productive



Meeting Decorum



- Listen to opposing views and comments
 - Open minds make the best decisions
- **Focus on issues, not personalities or relationships**
- Avoid questioning motives
- Address remarks through the Chair
 - Raise hand to be recognized
- **Be Polite**
- Adhere to Parliamentary Procedures
 - Unless superseded by District adopted rules of procedure



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Parliamentary Procedures

- Chair or District Manager Presides over the meeting
 - Opens the meeting
 - Decides when to move to next items on agenda
 - Restates motions when made and the opening and closing of the motion phases
 - Establishes order throughout entire meeting
 - Must be recognized by all Board members as leading the meeting and consequently comply with directions – even when unpopular



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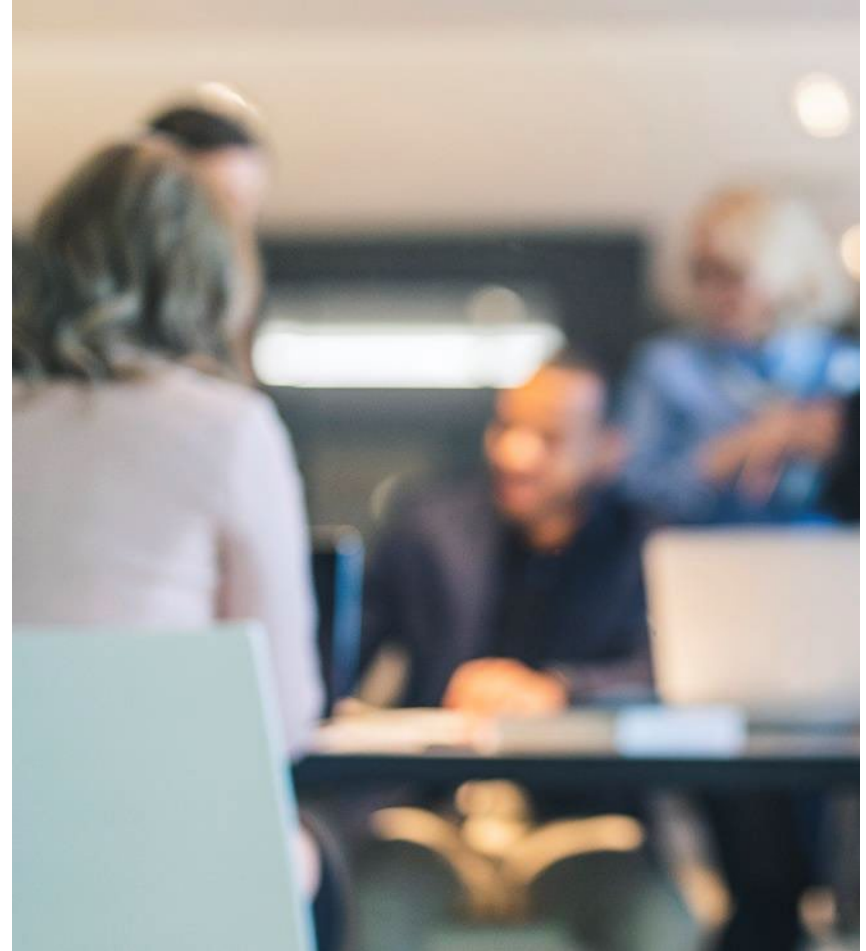
Motions – Recommended Procedure on How Things Get Done

- Board member (maker) recognized by the presiding officer (Chair or District Manager)
 - Raise hand to be recognized
- Maker states motion
 - “I move that <insert motion>”
- Another Board member Seconds the motion
 - Can be as informal as one of them saying “Second”. Doesn’t have to go through the presiding officer
 - If there is no second (as confirmed by the presiding officer) the motion dies
 - “because there was no second, that motion is not before us”
- Presiding Officer states the question
 - “It is moved and seconded that <insert motion>”
 - Once stated, it becomes the official motion and property of the Board, the maker no longer has the right to change the wording
- Deliberative process begins

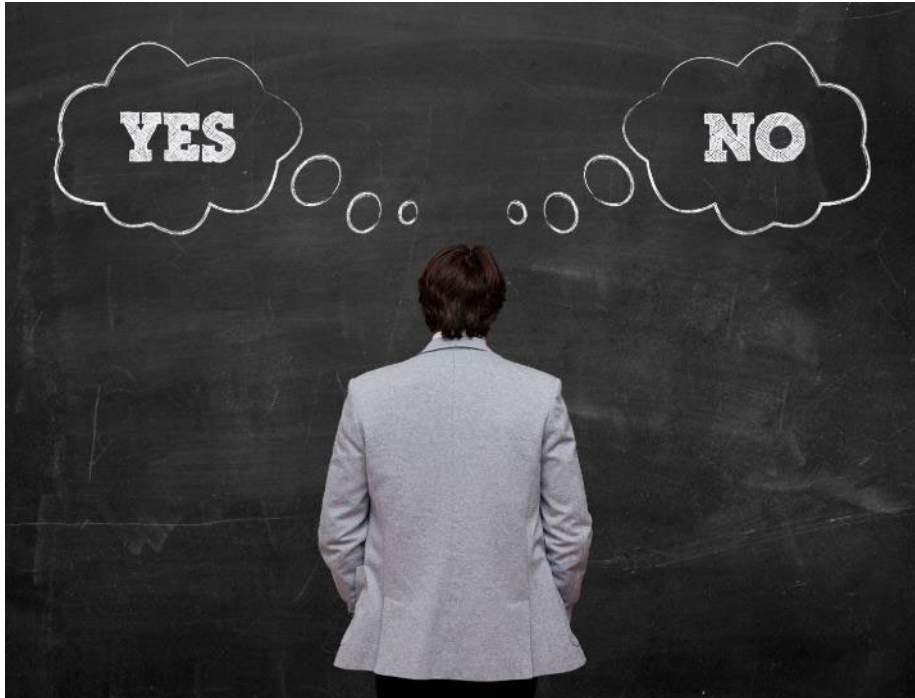


Motion Deliberation

- **Maker speaks first**
 - Called on by Presiding Officer to speak to the favor of the motion
 - After initial pitch, maker has equal standing as all other Board members
 - Doesn't get "last say"
- **Those that have not spoken on the motion get precedence over those that have**
 - No limit on the number of times an individual can contribute
 - Comments should be held to 10 minutes or less
- Rights are not transferable
 - Cannot yield time to another to allow them to speak longer than the 10 minutes
- **Ideally debate should alternate between pro and con**
 - After maker speaks initially, presiding officer would request an opposing viewpoint
- Maker can request permission to withdraw a motion or even vote against it



Voting on the Motion



- Presiding Officer announces conclusion of discussion
- Restates the motion
 - “The question is on the adoption of <insert motion>, Those in favor say ‘aye’ (voice your vote if in favor)”
 - “Those opposed say ‘no’ (voice your vote if opposed).
- Depending on the outcome
 - “The ayes have it and the motion is adopted”
 - “The noes have it and the motion is lost”
 - If the vote is a tie, the motion is lost as no majority is carried



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Primary District Staff

District
Engineer



District
Manager



District
Counsel



District Manager

Primary Administrative Contact

- Oversees the Day-to-Day operations of the District
 - **Executes Board directives**
- **Contracts Administration**
 - Ensures all Contractors are properly licensed, insured and in compliance with all laws (E-Verify, EEOC, IRS)
 - Compiles Proposals upon Board Directive to replace vendors
- District **Accounting**
 - Pays invoices upon Board Approval
 - Maintains Bank Accounts (Fund Accounting)
 - Prepares and presents monthly financial statements
 - Statements prepared per Government Accounting Standards (GASB)
 - Coordinates with Auditor (Annually) and files report with Florida Department of Economic Opportunity (overseer of Community Development Districts)
 - **Transfers funds to Trustee for Bond Installment payments**
 - Asset and Investment Tracking
 - Capital Program Administration (for major construction projects in the District)
- **Public Records** Librarian
 - **Maintains all District Documents** per Florida's *General Records Schedule GS1-SL*
 - Responds to ALL Public records requests
 - Administers District Web Site



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District Manager

Primary Administrative Contact

- **Tax Assessment Administration**
 - Prepares and transmits annual Tax Roll
 - Includes Debt Assessment as well as Operations and Maintenance costs per lot
 - Working with local taxing authorities, collects all funds due District from lot owners
 - Prepares and collects all off-roll funds from property owners (may be non-residents or developers) as needed
- Issues Estoppels
 - **Maintain District Lien Book** detailing lot ownership and debt obligations
- Prepares Annual District Budget
 - Coordination between Accounting, Finance, and District Manager
 - Presented to Board for consideration, discussion and approval
- Bond Administration
 - Works with Trustee to ensure all funds/accounts are sufficient for biannual Bond Payments
 - Monitor and maintain Debt balance overall and by platted lot
- Public contact for the District
 - Receives all communication directed to District



District Manager

Primary Administrative Contact

- **Orchestrate Board Meetings**
 - Publish annual schedule of meetings
 - *Post on District Website*
 - Working with Chairperson, create and distribute meeting agenda
 - **Chairperson dictates the meeting content and schedule**
 - Agenda is a comprehensive document generally quite voluminous
 - Publicly notice individual meetings per State statutes
 - **Transcribe meeting minutes**, resolutions and directives
 - File as Public Records
 - Inventory ALL resolutions since District creation
 - **At Direction of the Board**, **Preside Board meeting**
 - Keep meeting efficient and productive
 - Lead discussion items and keep meeting in order of Agenda



District Counsel



- Drafts contracts, resolutions and policies for the District
- Represents District's Interests in all litigation matters
- *Advises on all Contractual Engagements*
- Point of contact when District seeks alternative District Management company
- Bills the District on an hourly basis
- Ensures resolutions, Directives and activities of Board members are in compliance with State Law



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District Engineer

- Primary consultant to advise on the operation and maintenance of the **District owned** hardscapes (including sidewalks), structures (walls, Amenity Centers, pools, playgrounds, fences), wastewater management systems (ponds and pond banks), and all erosion control systems (graded land or pavement)
 - Aquatics experts may still be needed for pond maintenance
 - Landscaping maintenance may require licensed **Landscape Architects** or **Horticulturists**
- Can perform as Project Managers for limited infrastructure projects in the District



Preserve and Maintain District Assets

BBC News, Washington (Aug 30th 2022)

Some 180,000 residents in Jackson, Mississippi have "indefinitely" lost access to reliable running water after excessive rainfall and flooding.

Rising floodwaters over the weekend breached the city's main water treatment facility, bringing it to the brink of collapse. A state of emergency has been declared, and schools, restaurants and businesses have temporarily closed. The city had already been under a boil-water notice for a month.

Problems at the OB Curtis Water Plant began after heavy rains caused the Pearl River to crest and spill over onto city streets over the weekend. City hall confirmed on Monday that river water had entered the facility, which treats more than 50 million gallons per day. Both the city and state are distributing bottled drinking water to residents as well as non-potable water for toilets via tanker truck, with Mississippi's National Guard assisting relief efforts. On Tuesday afternoon Jackson Mayor Chokwe Antar Lumumba said the "very fragile" city-run plant would not turn off its water supply but officials needed time to treat the water.

He blamed the system's failure on staffing shortages and "a set of accumulated problems based on deferred maintenance that has not taken place over decades".

"It was not a matter of if our system would fail, but a matter of when," he said.

Governor Tate Reeves said during an emergency briefing Monday night that the city would be without "reliable running water at scale" indefinitely as the plant's main motors and the backup pumps too had failed.

"It means the city cannot produce enough water to fight fires, to reliably flush toilets, and to meet other critical needs," said Mr. Reeves.



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Typical District Assets



- Storm Water Systems
 - Ponds
- Monument Entrance and Perimeter walls
- Streets, curbing and Sidewalks
- Amenity Centers
 - Pools
 - Tennis Courts
 - Sports fields
 - Splash Pads
- Landscaping
- Street Lighting

Preservation of District Assets

Assets are maintained by Contractors

- District Management responsible for contract and performance management of all contractors
 - Landscaping is generally the most significant contract
- District Counsel responsible for the creation of District contracts

Adequately Funded Reserve Fund (as may be required)

- Some (costly) assets will need to be replaced depending on expected life
 - Roofing, paving, hardscapes, and other surfaces
- Reserve studies (fiscal analysis to ensure sufficient funds exist for expected renovations) need to be conducted regularly

Deed select assets to appropriate entities

- Streets, water and sewer systems are commonly conveyed to the county or city
- **Relieving the District of Assets DOES NOT relieve or reduce the District of Bond obligations**



Ask your District Manager

- District Management keeps records on asset depreciation and transfers of asset ownership.



Preserve Fiscal Viability of the District



Understand how the District is funded



Understand the District's debt obligations



Confirm contractors, staff, utilities and all other vendors are being paid



Ensure adequate funding for
anticipated future expenditures

Reserve Study
Debt Service Fund

District Funding



- **Land owner responsible for all fiscal obligations**
 - Initially this is the developer. Developers sell to builders who assume this responsibility.
 - Builders sell to home buyers/residents who are then obligated to “their portion” of all debt
- Debt and fiscal liability allocated by Methodology Report specific to each district
 - Unlike property taxes, CDD assessments are allocated based on the benefit received from the CDD’s infrastructure
 - The allocation of assessments are unique for each CDD and determined by each respective Board.
- **Funds collected via tax collector** (on roll) or direct billing to the land owner (off roll)
 - On Roll collection generally a homeowner/resident of the community
 - Off Roll billings occur on unplatted land (acreage still planning to be developed, but lacking permitted design)

District Debt Obligations

- **Bond Repayment**
 - Usually 30-year Bonds
 - 2 payments per year
 - Interest + Principal payment in typically **May**, Interest only payment in typically **November**
 - Bond indentures dictate repayment schedule
 - Payments are issued from the Trustee (Debt Service Account)
 - **Exclusive reason for the District's creation**
 - Default (missing either payment) is catastrophic to the fiscal well-being of the District
 - Electronic Municipal Market Access (EMMA) is the public website providing information to Bond buyers and holders
 - Any unexpected payment activity on District Bonds are recorded here
 - Can result in foreclosure by Bond holders on District
- **Monthly Operations and Maintenance Invoices**
 - Payments managed by the District Manager
 - Monthly summary and approvals to Board prior to Board meeting



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Debt Service Fund

- Fund (account) Managed by Trustee
 - District Manager transfers money into the account to make Debt Service payments
 - Monies transferred at time of collection
 - As collected from the Tax Collector (on-Roll), when received from Developer/Builder (off-Roll)
 - As collected from Pay-offs (partial from Developer/Builder, full from Homeowner)
- Account used to pay Bond Holders
 - **Must have sufficient funds (per Bond Indenture) to make payments**
 - Assessment tables prepared by District Manager and submitted to Taxing authorities
 - Developer funding prepared and collected by District Manager with funds deposited with Trustee upon receipt



Monthly Operations and Maintenance

- **Payments made by District Manager**
 - Authorization granted by Chair
 - Withholding payment for non-performance ripples in the industry. This approach makes rebidding challenging and generally more expensive as less vendors will propose if a District has gained that reputation.
- Monthly Financial Package details all payments
 - Summarized in the Statement of Revenues and Expenditures
 - Individual invoices appended as supporting documentation
 - All are public records

Open for Inspection



- **Majority of Vendors have contracts**
 - Negotiated or authored by District Counsel
 - **Enforced by District Management**
 - Insurance and licensing vetted by District Management



Rizzetta & Company

Reserve Study

Major Future Expenditures

- An evaluation of how long District assets will last and the corresponding estimated replacement cost
- **Recommended to be conducted upon turn-over to Resident controlled Board of Supervisors**
 - Will provide a starting point for future reference
 - Sets an initial “funding pace” for asset replacement for the annual budgets
- Should be conducted at roughly **5-year intervals** afterward
 - Allows verification of assumptions on wear and tear of fixed assets
 - Allows verifications of as cost revisions for replacement based on current market conditions
 - Will change if some assets are deeded to other entities
- May result in the creation of a Reserve Fund
 - Monies in the account set aside for future repairs and/or replacement of major assets.



A Successful Community Development District

- Bond holders are happy
 - Payments made on time
- Residents are happy
 - Infrastructure is well maintained
- Vendors are happy
 - All invoices paid timely
 - Remain fully insured
- State agencies are happy
 - Mandatory Forms and Reports filed on time
- Sufficient Funds on Reserve for Major Repairs



Tab 5



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

December 8, 2022

Copperstone Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

Thank you for choosing LLS Tax Solutions Inc. (“LLS Tax”) to provide arbitrage services to Copperstone Community Development District (“Client”) for the following bond issue. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- \$5,209,000 Copperstone Community Development District Capital Improvement Revenue Refunding Bond, Series 2019

SCOPE OF SERVICES

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determination of the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service (“IRS”) forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

TAX POSITIONS AND REPORTABLE TRANSACTIONS

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment

of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated “tax shelter” rules that require taxpayers to disclose their participation in “reportable transactions” by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all “reportable transactions” and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client’s participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state “tax shelter” reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client’s failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

PROFESSIONAL FEES AND EXPENSES

Our professional fees for the services listed above for the three annual bond years ending June 26, 2023, June 26, 2024, and June 26, 2025, is \$1,500, which is \$500 each year. We will bill you upon completion of our services. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.

The Client (District) has the option to terminate this Agreement within ninety days of providing notice to LLS Tax Solutions Inc. of its intent.

ACCEPTANCE

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:
Copperstone Community Development District

By: Linda L. Scott
Linda L. Scott, CPA

By: _____
Print Name _____
Title _____
Date: _____

Tab 6

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, December 6, 2022, at 6:34 p.m.** 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:

Tom Fretz	Board Supervisor, Assistant Secretary
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	District Engineer, Half Associates Inc.
Mark Barnebey	District Counsel, Blalock Walters
Doug Agnew	Representative, Advanced Aquatics

Audience **Present.**

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

Audience was present. A resident made comments regarding landscapers and pond technicians not using the correct easements.

THIRD ORDER OF BUSINESS

**Consideration of Resolution
2023-01, Redesignating Officers**

Adam Bailey was nominated to be Chairman and Gerard Litrenta was nominated for Vice Chairman.

On a Motion by Mr. Stulman, seconded by Mr. Fondario with all in favor, the Board of Supervisors adopted Resolution 2023-01, Redesignating Officers, for the Copperstone Community Development District.

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49
50
51

FOURTH ORDER OF BUSINESS

Consideration of Aeration Repair Proposal

On a Motion by Mr. Stulman, seconded by Mr. Bailey with all in favor, the Board of Supervisors approved the Aeration Repair Proposal for Ponds 12, 13, and 14, for the Copperstone Community Development District.

52

53

54

FIFTH ORDER OF BUSINESS

Consideration of Lighting Proposal

55

56

57

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59

There was no action taken on the cul-de-sac proposal. The proposal for the streetlight at the bus stop has been tabled. Ms. Newsome will look for additional vendors to get varies quotes for the pathway lighting.

60

SIXTH ORDER OF BUSINESS

Staff Reports

61

62

A. Aquatic Maintenance

63

1. Presentation of Waterway Inspection Report

64

65

66

67

68

Mr. Agnew presented the Waterway Inspection Report to the Board. The treatment for midge flies were made on October 30th and November 2nd. Ms. Newsome will send plats showing the easements for ponds 9 and 22.

69

B. District Engineer

70

71

Mr. Thornton discussed the stormwater pond reports with the Board.

72

73

C. District Counsel

74

75

76

77

Mr. Barnebey was present, he informed the Board that the Rules and Procedure will be presented at the next Copperstone CDD meeting.

78

D. District Manager

79

80

81

82

Ms. Newsome informed the Board that the next regular meeting is scheduled for Tuesday, January 3, 2022, at 6:30 p.m.

83

1. Review of District Manager's Report

84

85

86

Ms. Newsome presented the district manager's report to the Board. Ms. Newsome will add CDD 101 to the next agenda for the upcoming Copperstone CDD meeting.

On a Motion by Mr. Stulman, seconded by Mr. Fretz with all in favor, the Board of Supervisors approved for the Board of Supervisors to act as the Audit Committee, for the Copperstone Community Development District.

87
88 **SEVENTH ORDER OF BUSINESS** **Consideration of Minutes of the**
89 **Regular Board Meeting held on**
90 **November 1, 2022**

91 There were changes made to line 70, line 80, and line 50. On line 70, the Board would like
92 to add "divot caused by Cepra Landscape." On line 80 it should read "December 6." Line 50
93 should be "uptick."
94

On a Motion by Mr. Litrenta, seconded by Mrs. Tran with all in favor, the Board of Supervisors approved the amended minutes of the Board of Supervisors' meeting held on November 1, 2022, for the Copperstone Community Development District.

95
96 **EIGHTH ORDER OF BUSINESS** **Consideration of the Operations**
97 **and Maintenance Expenditures**
98 **for August and September 2022**
99

On a Motion by Mr. Litrenta, seconded by Mr. Stulman with all in favor, the Board of Supervisors approved the Operations and Maintenance Expenditures for August (\$43,572.25) and September (\$51,831.73) 2022, for the Copperstone Community Development District.

100
101 **NINTH ORDER OF BUSINESS** **Supervisor Requests**
102

103 There were no supervisor requests.
104

105 **TENTH ORDER OF BUSINESS** **Adjournment**
106

On a Motion by Mr. Litrenta, seconded by Mr. Fondario, with all in favor, the Board of Supervisors agreed to adjourn the meeting at 8:16 p.m., for the Copperstone Community Development District.

107
108 _____
109 Assistant Secretary Chairman/Vice Chairman