

**MINUTES OF MEETING  
COPPER CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Copper Creek Community Development District was held on Tuesday, June 17, 2025, at 11:30 a.m. at 2160 NW Reserve Park Trace, Port St. Lucie, Florida 34986.

Present and constituting a quorum were:

Francis Lange  
Kathy Menard  
Jonathan McKnight

Chairman  
Vice Chairman  
Assistant Secretary

Also present were:

Andressa Hinz Philippi  
Scott Cochran  
Roberto Cabrera

District Manager  
District Counsel  
District Engineer (by phone)

**FIRST ORDER OF BUSINESS**

**Oath of Office for Mr. Randy  
Betancourt**

Ms. Hinz Philippi: We are not doing the oath for Randy since he is not present today.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Ms. Hinz Philippi called the meeting to order and called the roll.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April  
15, 2025 Meeting**

Ms. Hinz Philippi: The next item would be approval of the minutes of April 15, 2025 on page 4. If you have any additions, corrections or deletions, please let me know, if not, a motion to approve would be in order.

|                                                                                                                           |
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| On MOTION by Mr. Lange seconded by Ms. Menard with all in favor, the Minutes of the April 15, 2025 Meeting were approved. |
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## **FOURTH ORDER OF BUSINESS**

## **Public Hearing to Adopt the Fiscal Year 2026 Budget**

### **A. Motion to Open the Public Hearing**

Ms. Hinz Philippi: The next item would be the public hearing to adopt the fiscal year 2026 budget on page, and I need a motion to open the public hearing.

On MOTION by Mr. Lange seconded by Ms. Manard with all in favor, opening the Public Hearing was approved.

### **B. Public Comment and Discussion**

### **C. Consideration of Resolution #2025-06 Annual Appropriation Resolution**

Ms. Hinz Philippi: The next item would be public comment and discussion, and just for the record we do not have any public here today. Does the Board have any discussion, we did have a discussion last time and we adjusted the things that we needed in the budget, so are we good with that>

Ms. Menard: Yes, we're good.

Ms. Hinz Philippi: Alright, so the next item would be consideration of resolution #2025-06 the annual appropriation resolution. This is the resolution for the Copper Creek Development District relating to the annual appropriations and adopting the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026. I need a motion to approve, and this is the appropriation resolution and the total of all funds is \$543,581, composing of the general fund of \$231,018 and the total debt service of \$312,563. I need a motion to approve resolution #2025-06.

On MOTION by Mr. Lange seconded by Ms. Manard with all in favor, Resolution #2025-06 the Annual Appropriation Resolution was approved.

### **D. Consideration of Resolution #2025-07 Levy of Non Ad Valorem Assessments**

Ms. Hinz Philippi: The next item would be consideration of resolution #2025-07, this is the resolution that levies the Non Ad Valorem Assessments, and as you know we have an agreement with the county and they provide the collection for us in the amount of \$153,388.80, and resolution #2025-07 does that, levying a Non Ad Valorem

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Maintenance Assessment for the general fund and adopting an assessment roll of the Copper Creek Community Development District for fiscal year 2026.

On MOTION by Mr. Lange seconded by Mr. McKnight with all in favor, Resolution #2025-07 Levy of Non Ad Valorem Assessments was approved.

**E. Motion to Close the Public Hearing**

Ms. Hinz Philippi: The next item would be a motion to close the public hearing.

On MOTION by Mr. Lange seconded by Mr. McKnight with all in favor, closing the Public Hearing was approved.

**FIFTH ORDER OF BUSINESS**

**Audit Selection Committee Meeting**

**A. Opening the Audit Selection Committee Meeting**

**B. Roll Call**

**C. Ranking of Respondents to RFP**

**D. Adjournment**

Ms. Hinz Philippi: The next item would be audit section committee meeting, I need a motion to open the audit selection committee meeting.

On MOTION by Mr. McKnight seconded by Mr. Lange with all in favor, opening the Audit Selection Committee meeting was approved.

Ms. Hinz Philippi: The next item is roll call and I would encourage the Board to vote for the same people on the Board to be the audit selection committee for the audit selection meeting, so I need a motion to keep the same Board members to serve on the committee

On MOTION by Mr. McKnight seconded by Ms. Menard with all in favor, authorizing the entire Board of Supervisors to serve as the Audit Selection Committee was approved.

Ms. Hinz Philippi: So, we have the same people on the Board as the audit committee. Now we have ranking of respondents to the RFP. This ranking is going to be easy because we only had one firm that responded. So, you guys can just vote, and

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there is the criteria there, 20 points for each category, so if you want to give Grau & Associates a score there, whatever it is 80 points or 100 points because we had only response. I can tell you that their prices are basically the best ones around but, we could go out again and try to get other people to respond but, they are pretty consistent, they have been doing a good job. They gave us a 10 year proposal, and it's just for us to see the price, it doesn't really matter, we can change next year if you don't feel like going with them again, we don't close it off in 10 years, even though, in 5 years we have to do the audit selection committee meeting again, so it's just for them to give us a price, so it's just for us to see.

Mr. McKnight: So, in 5 years the outlook that they gave us that will still be accurate?

Ms. Hinz Philippi: Yes.

Mr. McKnight: Ok.

Ms. Hinz Philippi: Then we can do this again and we don't need to select them again but, we still have the amounts that they give us.

Mr. McKnight: Ok, so we're locked in at that price with our commitment.

Ms. Hinz Philippi: Yes, and every year we can select another audit firm if we want to.

Ms. Menard: Ok.

Mr. Cochran: And the only with that is you would have to go through the audit selection committee process again where you have to approve the evaluation of criteria and the request for proposals and send that out. I'll tell you it's not uncommon for Grau to be the only respondent, they really have kind of niche for doing this for Special Districts and they're able to do it at a price that a lot of the other accounting firms can't compete with just because they're so familiar with it, and a lot of accounting firms just don't understand the weird intricacies with CDDs, so they do a great job and they do the vast majority of the Districts. I mean there are a couple of other firms that do some of them but, Grau & Associates is definitely the major player.

Ms. Hinz Philippi: So, I would like to have the ranking, and how many points you would like to give Grau.

Mr. Lange: Ok, I'd give them 100 points.

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Ms. Hinz Philippi: Ok, Kathy your ranking?

Ms. Menard: I'll give them 90 points.

Ms. Hinz Philippi: Ok, and Jonathan?

Mr. McKnight: Well, they're the only one so I'll give them 100 points.

Ms. Hinz Philippi: Ok, so the ranking for the respondent is going to be, Grau & Associates is going to be ranked #1.

Mr. McKnight: Yes.

On MOTION by Mr. Lange seconded by Ms. Menard with all in favor, ranking of respondents to the RFP, ranking Grau & Associates as the #1 ranked auditing firm was approved.

Ms. Hinz Philippi: Ok, now I need a motion to adjourn the audit selection committee meeting.

On MOTION by Mr. Lange seconded by Ms. Menard with all in favor, the Audit Selection Committee meeting was adjourned.

## **SIXTH ORDER OF BUSINESS**

### **Selection of Audit Firm**

Ms. Hinz Philippi: Now we have selection of audit firm, and the selection was for Grau & Associates, I just need a motion to confirm that selection.

On MOTION by Mr. Lange seconded by Mr. McKnight with all in favor, selecting Grau & Associates to serve as the auditor for the District was adjourned.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

Ms. Hinz Philippi: The next item would be staff reports, attorney, do you have anything for us, Scott?

#### **A. Attorney**

Mr. Cochran: The only thing I have, and I think you actually have it under the manager's report, yes, so other than the stuff you already have under the manager, I don't have anything specific to add.

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Ms. Hinz Philippi: Ok.

**B. Engineer**

Ms. Hinz Philippi: The next item would be engineer, Roberto, do you have any updates for us?

Mr. Cabrera: Yes, I do, thank you Andressa. I have an update on the South Florida Water Management District permit for the control structure modification, it's going a little bit slower than what we would like, there's some new rule that we're under for December, so we've requested exceptions from some of those requirements, so there's some O&M and costs estimate requirements that go along with those. The latest comments we got from South Florida Water Management are all administrative in nature which I think is a good sign that our application is on track for being approved. The one item that's still kind of still out there with them is, we had this permit back in the day, 15 or 20 years ago maybe, and we got a transfer of maintenance responsibility to the CDD for the stormwater system, so we have that transfer, and what they can't find in their files is where it was ever requested to be transfer from permit to operations, so they may make us apply for that process right now if they can't find it in their files. It's something that's pretty straight forward, again it's an administrative thing but, they're trying to dot their I's and cross their T's, so I welcome any questions on that.

Ms. Hinz Philippi: Alright, and when are we going to know if they found the file or not?

Mr. Cabrera: What I'm seeing Andressa is we should know within the next two weeks if they find that paperwork, and every time you submit something to South Florida Water Management they have 30 days to review and respond to it, so the response windows kind of take a little bit of time. So, assuming we get that from them, then we'll apply for it, and then they'll have another 30 days to review and respond to our response.

Ms. Hinz Philippi: Ok, alright. Is there any way that you could just submit this documentation already?

Mr. Cabrera: Well, I know we have it Andressa because we have the document that proves that the operation belongs to the CDD, so I know that was filed, it's just

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something that they have to find, the documentation that converts it from permit to operations.

Ms. Hinz Philippi: Ok, and even though you have the document proving that we have it, what you have they don't accept, they just want to find their copy?

Mr. Cabrera: Yes, they want that one specific document, so the steps are, first you convert from permit to operations, and that's usually done by the developer and then at some point when it gets transferred the CDD, that operations goes from the developer to the CDD, and that's always the second step and that's the one we have but, they're looking for the first step document.

Mr. Lange: Is that the one Lennar should have filed?

Mr. Cabrera: Yes, and I'm sure that they did because at the time they wouldn't have transferred it to the CDD had it not been converted yet, it's just that the paperwork is somewhere missing.

Ms. Hinz Philippi: Ok.

Mr. Cabrera: And that's the main thing, there's a couple of other administrative things, and Andressa may want to make sure on some applications, and it's stuff that we can work out but, this one, we're waiting on direction to see how we respond.

Ms. Hinz Philippi: Ok.

Mr. Cabrera: If they find that paperwork, we're good to go, and we'll address the other comments, if they don't, we have to reapply for this conversion.

Mr. McKnight: So, if they can't find it and you have to reapply, how far does that set your timeline back?

Mr. Cabrera: That's a standard, I've never gotten any comments on an application like that, it's just a matter of 30 days.

Mr. McKnight: Ok.

Ms. Menard: And you can't just let Lennar provide that?

Mr. Cabrera: Yes, I guess I could try to reach out to somebody over there and see if they can find it in their files.

Mr. McKnight: Ok, and if we have to refile, is there an additional fee for us to refile that?

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Mr. Cabrera: There shouldn't have to be, conversion to operations I don't believe there is, and if there is it's a minor fee, we already paid the fee for this current permit for the current modification, this other one, if there is a fee, it's a minor fee.

Mr. McKnight: Ok.

Ms. Hinz Philippi: Alright, Roberto, so keep us updated please.

Mr. Cabrera: Yes.

Ms. Menard: Thank you.

Ms. Hinz Philippi: Thank you.

### **C. Field Manager – Monthly Report**

Ms. Hinz Philippi: For field manager, you have the report, and that is there, and it's just for the lakes and his routine findings, so I think everything was good there.

### **D. Manager**

- 1) Number of Registered Voters in the District – 1,103**
- 2) Consideration of Proposed Fiscal Year 2026 Meeting Schedule**
- 3) Form 1 Financial Disclosure Due July 1, 2025**
- 4) Reminder to Complete Annual Ethics Training by December 31, 2025**

Ms. Hinz Philippi: The next item would be manager and the number of registered voters, and this is just informational for you guys because the Board is already resident controlled, so this just information. This is just because some Districts have less than 250 registered voters and they are transitioning but, for you guys it's just for informational purposes. The next item here would be consideration of proposed fiscal year 2026 meeting schedule, and I would like you guys to take a look at the meeting schedule and see if the dates there are good so we can approve that. Again, these are just preset dates because when we advertise once a year we spend less money so we just advertise everything at once and we meet only when we need to.

Ms. Menard: Right, it will still be the Tuesdays.

Ms. Hinz Philippi: Yes.

Ms. Menard: So, I approve.

Ms. Hinz Philippi: Alright, so I need a motion to approve the meeting schedule.

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On MOTION by Ms. Menard seconded by Mr. Lange with all in favor, accepting the proposed Fiscal Year 2026 Meeting Schedule was approved.

Ms. Hinz Philippi: The next item would be the financial disclosure form, the Form 1, and don't forget you have until July 1st to file. Here I have that Francis, and Kathy filed, and Jonathan, Randy and Nicholas did not file yet, and so I would like to remind you that in September they start fining you and it's not fun. Then the ethics training, I think maybe Scott can provide us with some links.

Mr. Cochran: Yes, we sent that out at the last meeting.

Ms. Hinz Philippi: Ok.

Ms. Menard: And the links were helpful, thank you.

Mr. Cochran: Sure.

Ms. Hinz Philippi: And again, you have until December 31st to finish your ethics training for this year, and this year when you file your Form 1s, you probably can mark that you did your ethics training for last year, so that it's always reporting the last year.

Mr. Lange: One thing about filing the Form 1 this year, all my previous data from last year was already in there, I just selected that everything was still the same, and it took me like a minute to complete the form, verify it, and submit it.

Ms. Hinz Philippi: That's awesome.

Mr. Lange: So, keep that in mind, once you do your first one, if nothing changes, it's easy to resubmit.

Mr. McKnight: I don't think I got any new links for the training.

Ms. Menard: I'll forward it to you.

Mr. McKnight: Alright.

## **EIGHTH ORDER OF BUSINESS**

## **Financial Reports**

### **A. Summary of Invoices**

### **B. Acceptance of Unaudited Financials**

Ms. Hinz Philippi: Alright, with that said, we can go to financial reports, tab A is summary of invoices, and tab B is the acceptance of the unaudited financials. I'd like a motion to approve both of those.

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On MOTION by Mr. Lange seconded by Ms. Menard with all in favor, the Summary of Invoices, and the Unaudited Financials were approved.

## **NINTH ORDER OF BUSINESS**

## **Supervisors Requests and Audience Comments**

Ms. Hinz Philippi: The next item would be Supervisor's requests and audience comments, do we have any Supervisor's requests at this time?

Ms. Menard: Yes. I need an update on the solar lighting because I still see it hasn't been addressed.

Ms. Hinz Philippi: Ok, so I was going to talk about that under the field report but, Matt didn't come today. So, we did reach out again, we have somebody that is working on it right now, and it's under warranty so we need somebody that is qualified that is going to do what the warranty guys ask for. Remember I told you guys, we were looking for him, now we have the person, we just got him like 2 weeks ago, so Matt already scheduled with him, they went there, he saw everything that he needs for it, and now he's going to come back to take it off and then send it to the manufacturer and then put it back.

Ms. Menard: Because now the one by the circle through the back gate, that one is not working.

Ms. Hinz Philippi: Right, and they are going to fix that but, now we have the person. The most difficult thing that we had to do was to find somebody that had the qualifications that could do the job because we under warranty and if we don't do it with somebody that knows we're going to lose the warranty.

Mr. Lange: Right, and then we would have to pay for it out of our CDD funds.

Ms. Hinz Philippi: Yes.

Ms. Menard: So, I just think those solar lights are a huge mistake, I think it was the biggest waste and huge mistake because the one that's not working now by the roundabout towards the school it's completely covered by a palm tree.

Mr. McKnight: Can we get the palm trees trimmed?

Mr. Lange: They should be getting trimmed, and I can send an email to Joe on behalf of the CDD, the palm trees are impeding the sun to our light which therefore is preventing the lights from operating as they should.

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Ms. Hinz Philippi: Ok.

Ms. Menard: I just want to verify that it's not the trees covering the solar versus it's really a problem like I can't determine that.

Mr. Lange: Right.

Ms. Hinz Philippi: No. Well, the ones that are defective, we're taking care of those, and I'll let you guys know when the guy is going to be there, and I'll send that email just to let you know.

Mr. Lange: Ok.

Ms. Hinz Philippi: Ok, and just for the record we don't have any audience here today, so no audience comments.

## **TENTH ORDER OF BUSINESS**

## **Adjournment**

Ms. Hinz Philippi: The next item would be a motion to adjourn.

On MOTION by Mr. Lange seconded by Ms. Menard with all in favor, the Meeting was adjourned.

DocuSigned by:

*Andressa Hinz Philippi*

87D36659F55A4C5...  
Secretary / Assistant Secretary

Signed by:

*Francis Lange*

F12EE0B4AC88412...  
Chairman / Vice Chairman

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## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

## Carbon Copy Events

## Status

## Timestamp

## Witness Events

## Signature

## Timestamp

## Notary Events

## Signature

## Timestamp

## Envelope Summary Events

## Status

## Timestamps

Envelope Sent

Hashed/Encrypted

5/11/2026 7:06:31 AM

| Envelope Summary Events | Status           | Timestamps            |
|-------------------------|------------------|-----------------------|
| Certified Delivered     | Security Checked | 5/11/2026 11:34:13 AM |
| Signing Complete        | Security Checked | 5/11/2026 11:34:49 AM |
| Completed               | Security Checked | 5/11/2026 11:34:49 AM |
| Payment Events          | Status           | Timestamps            |