



**COPPER VALLEY COMMUNITY SERVICES DISTRICT**

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March 5, 2026

Kaylynn,

Thank you for forwarding the County's clarification regarding the CFD bond amendment and the process for reimbursement related to the secondary access off Flint Trail. We look forward to receiving the fully executed documents.

As outlined in the Agreement and reiterated by the County, any Facility Payment Request must be submitted in the form of Exhibit C and approved by the Copper Valley CSD General Manager (or designee) prior to being presented to the County. We understand that the amendment assigns plan approval and payment request review to Copper Valley CSD, and we are prepared to assist once we are formally engaged in the process through an agreement between our agencies.

Due to a portion of the project being located outside the CSD boundary and Sphere of Influence, and because the project has not yet received prior approval from the CSD Board of Directors, the following items must be submitted and agreements executed before the CSD can review, approve, or sign off on any invoices or Facility Payment Requests related to the Flint Trail improvements:

**1. Formal Project Description**

Please submit a description of the Flint Trail Project and outline what you are requesting from the District. Based on our review of prior emails and County responses, we understand that you are proceeding with the engineering design of the second community access road and that your intent is for the CSD to ultimately accept this entrance road into its boundaries and maintained road system. Your letter should describe your current stage in the planning process, expectations of the CSD, and the tentative project schedule.

## 2. Annexation Request

You have two options regarding expansion of the CSD boundaries and Sphere of Influence:

- Submit a request to the CSD for a resolution supporting the annexation application for Board consideration; or
- Submit an application directly to LAFCO, which will, through its process, seek input regarding support of the annexation.

3.

You may wish to consult with the County Planning Department or the LAFCO Executive Officer to discuss these options. If you intend to request that the CSD support the application in advance, please submit a formal letter to Copper Valley CSD requesting support for the expansion of the CSD Sphere of Influence and annexation of the parcels not currently located within CSD boundaries. The item will then be placed on the Board's agenda for consideration.

## 4. Deposit Agreement

The CSD requires a formal Advance Funding Agreement to be executed and a funding deposit to be made in an amount estimated by the CSD before engagement in this process can begin. Your project description and annexation request will be used to prepare the cost estimate and determine the required deposit amount. Funds from this deposit will be used to support the District's participation in the annexation process and related costs.

## 5. Plan Check and Construction Inspection Agreement

Once the deposit agreement is executed—or concurrently—the CSD can proceed with the Plan Check and Construction Inspection Agreement to cover review of environmental documents, project design, and associated administrative costs. This agreement will include design plan review, construction inspections, and other requirements related to infrastructure dedication and acceptance. Successful completion of the annexation process will be required as a condition for consideration of infrastructure acceptance.

These steps are necessary to ensure transparency, inform the Board's decisions, and maintain compliance with District and County requirements. Once the project and annexation request(s), deposit agreement, and plan check agreements are approved by the CSD Board, the CSD will be in a position to approve invoices, execute Exhibit C, and authorize reimbursement under the CFD bond amendment.

The Copper Valley CSD Board remains committed to working collaboratively with all parties to move this process forward. It is the Board's desire to advance the Flint Trail improvements in an orderly and timely manner, consistent with the procedural requirements outlined above. Once the necessary steps have been completed, we look forward to promptly reviewing the submittals and continuing to facilitate progress in accordance with the Agreements.

Please let us know if you would like to further discuss the above requirements or if you would like us to provide our standard agreements for review, which you have previously executed for other projects. We look forward to working with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nicole McCutchen".

Nicole McCutchen  
Office Manager