

MINUTES OF MEETING
CANOPY
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Tuesday, October 2, 2018 at 11:00 a.m. at Dorothy B. Owen Park, 3205 Thomasville Road, Tallahassee, Florida.

Present and constituting a quorum were:

Tom Asbury	Chairman
Gregg Patterson	Vice Chairman
Colleen Castille	Assistant Secretary
Colson Hosford	Assistant Secretary by telephone

Also present were:

Darrin Mossing	District Manager
Jennifer Kilinski	District Counsel by phone
Joe McHugh	District Engineer
Abraham Prado	GPI
Darrin Mossing, Jr.	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mossing called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the August 21,
2018 Meeting**

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the minutes of the August 21, 2018 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS**Consideration of Resolution 2019-01
Approving Request for Proposal Documents
for Units 4 and 5 Infrastructure Project and
Consideration of Re-Bidding Units 4/5**

Ms. Kilinski stated the resolution lays out the why as to the recommendation to rebid this project. The Board previously approved the RFP package and the package has been on the street for about four months. There have been some relatively significant changes in the construction plans that are in the permitting process. We anticipate it will be 30 to 90 days before we have approved construction plans and as a result because we are waiting 4 to 7 months before we have the construction plans we thought it prudent to rebid that project because it is exceeding the 120-day threshold. The package in your agenda is the same package you previously approved evaluation criteria, instructions, etc. We will update the dates once we finalize the package, but it would be substantially the same form as previous just authorizing us to cancel this bid and rebid with the same project with new construction plans. We have done addendums, the two bidders have picked up, they are aware that we will likely rebid and wanted to keep them apprised so they weren't doing work unnecessarily.

Ms. Castille asked who are the bidders?

Ms. Kilinski responded CW Roberts and Sandco, but Joe has been intimately involved and he may have more information about anyone else who attended the pre-bid.

Mr. McHugh stated there were others who attended the pre-bid but Sandco and CW Roberts are the only ones that picked up the plans.

Mr. Asbury asked when do we anticipate we will see plans?

Mr. McHugh stated the plans are changing almost every day due to the permitting process because one permit will call for something else. I would have to touch base with my office to give you a good answer and I can relay that to you by email.

Mr. Prado joined the meeting at this time.

Mr. Prado stated we should be able to have plans at a stage we are ready to bid them in about 30 days. Don't get that confused with permitted plans. By the end of this month we should be in a position to have packages ready to put back out on the street to reflect the changes. The goal assuming all the other permits fall in line is to break ground by January next year.

Mr. Asbury stated we should have ENP for Dove Pond it is supposed to be submitted within 4 to 6 weeks. You have two things, the treatment pond, which is being done by GPI and you will

be getting the ENP on that then we have the holding facility, which is the dam, which is Dove Pond itself and Moore Bass is doing that. Do you anticipate turning yours in about the same time?

Mr. Prado stated yes, we already have comments and should be able to respond to those comments in a similar timeframe in about 30 days.

Mr. Asbury asked will it slow us down to bid this again?

Mr. Prado responded not facing the current schedule. Based on the permitting and everything else our schedule would contemplate having construction start in January of next year. We have about 90 days to rebid this project and it should be plenty of time.

Mr. Asbury asked cost-wise what are we talking about to rebid it?

Mr. Prado stated it shouldn't be any from the standpoint of the contractors and to the District it is not much. The only cost I would suggest would be that those who have already picked up bids perhaps we would give them the plan set for free as opposed to making them pay for it, so a couple a hundred dollars.

On MOTION by Ms. Castille seconded by Mr. Patterson with all in favor Resolution 2019-01 was approved.

FIFTH ORDER OF BUSINESS

Ratification of Submittal and Transfer of Permits for Construction

Ms. Kilinski stated the Board at the Organizational Meeting approved the resolution that authorized the Chairman so long as it was signed off on by District Counsel and District Engineer to submit applications for permits, permit transfers, conveyances and the like so long as it was consistent with the District's improvement plan. You can see by the letter and information that was provided in your agenda package. The District has undergone an application for permit transfer that would be in the due course of business and this is before you for ratification of District staff's actions.

Mr. Asbury asked this is just transferring the dam permit and everything to the CDD?

Ms. Kilinski stated that is correct. For the most part it is in the former landowner's name we just submitted the permit application paperwork to have it transferred to the District. The District is the construction entity for Dove Pond.

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor submittal and transfer of permits for construction were ratified.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2019-02
Supplemental Assessment Resolution**

This item was deferred.

SEVENTH ORDER OF BUSINESS

**Consideration of Other Financing Related
Matters**

This item was deferred.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

- i. Ratification of Capital Funding Request no. 6 in the amount of \$356,200.69 was ratified.**

On MOTION by Ms. Castille seconded by Mr. Patterson with all in favor Capital Funding Request no. 6 in the amount of \$356,200.69 was ratified.

C. Manager

- i. Balance Sheet and Income Statement**

A copy of the balance sheet and income statement were included in the agenda package.

- ii. Consideration of Funding Request No. 12**

Mr. Mossing stated the Chairman called me with concerns about the large bill from the Tallahassee Democrat and I have a call in to them and left a message and based on our conversation with the administrative department there were lots of issues getting that ad in the paper. They sent it in at the last minute the deadline the ad had to go in the paper and they gave them basically a full-page ad and we didn't have time to ask about pricing and it had to go in. It was for a public hearing for the master assessments and for adoption of the budget and it was from the mailed

notices that went to the property owners and they had to run it twice. I have a call in to them and we have to pay it but I think we can get a credit for it. I don't want them to hold up the ad for the special meeting. They may call me back this afternoon and I may have an answer.

Ms. Castille asked who made the decision that it would be a full-page ad?

Mr. Mossing stated they did, that was the first print they provided at the last minute when we had to say run the ad.

Mr. Asbury stated I want to know what the minimum size would have been, what could we have gotten by with.

Mr. Mossing stated it varies by newspaper too and this is not the first time I have seen bills that large for running these types of ads. It was a little bit of a different ad because we had to advertise the resolutions and maps for the master assessment methodology and the budget.

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor funding request no. 12 in the amount of \$64,917.59 was approved subject to final review and approval by the Chairman.

iii. Ratification of Fiscal Year 2019 Meeting Schedule

On MOTION by Ms. Castille seconded by Mr. Patterson with all in favor the Fiscal Year 2019 meeting schedule indicating meetings on the first Tuesday of the month was ratified and amended to have the January meeting moved to January 15th.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests

There being none,

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the meeting adjourned at 11:34 a.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman