

*Canopy Community
Development District*

Agenda Package

July 7, 2020

Canopy

Community Development District

219 E. Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

June 30, 2020

Board of Supervisors Canopy Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of Canopy Community Development District will be held **Tuesday, July 7, 2020 at 11:00 AM via Zoom; by following this link <https://zoom.us/j/99990602506> enter meeting ID of 99990602506 and password 051131 or by calling in via 267-930-4080.** Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period (1Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes:
 - A. February 4, 2020 Regular Meeting
 - B. February 18, 2020 Special Meeting
 - C. May 29, 2020 Special Meeting
4. Consideration of Resolution 2020-09 Amending Resolution 2020-08 in Regard to the Location of the Public Hearing on the Budget for Fiscal Year 2021
5. Consideration of Agreement between the Leon County Tax Collector's Office & Canopy Community Development District
6. Update on Welaunee Boulevard Interlocal Agreement
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of Check Register Summary and Requisition Summary
 - ii. Balance Sheet and Income Statement
 - iii. Approval of FY20 Funding Request #5
 - iv. Approval of Resolution 2020-10 Approving the Date, Time and Location of the Landowners Meeting & Election
8. Other Business
9. Supervisors Requests
10. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items. Speakers must fill out a Request to Speak form and submit it to the District Manager prior to the beginning of the meeting.

The third order of business is Approval of Minutes of the February 4, 2020 regular meeting, the February 18, 2020 special meeting and the May 29, 2020 special meeting. Copies of the minutes are enclosed for your review and approval.

The fourth order of business is Consideration of Resolution 2020-09 Amending Resolution 2020-08 in Regard to the Location of the Public Hearing on the Budget for Fiscal Year 2021. A copy of the resolution is enclosed for your review and approval.

The fifth order of business is Consideration of Agreement between the Leon County Tax Collector's Office & Canopy Community Development District. A copy of the agreement is enclosed for your review and approval.

The seventh order of business is Staff Reports. Section C is the District Manager's Report. Sub-Section 1 is the approval of check register summary and requisition summary. A copy of the check register and requisition summary are enclosed for your review and approval. Sub-Section 2 is the balance sheet and income statement for your review. Sub-Section 3 is approval of FY20 Funding Request #5. Sub-Section 4 is approval of Resolution 2020-10 approving the date, time and location of the landowners meeting & election. A copy of the resolution, example of notice, instructions, proxy and ballot are enclosed for your review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please do not hesitate to contact me.

Sincerely,

Darrin Mossing
District Manager

CC: Jennifer Kilinski, District Counsel
Travis Justice, District Engineer
Darrin Mossing Jr., GMS

Enclosures

AGENDA

Canopy

Community Development District

Meeting Agenda

Tuesday
July 7, 2020
11:00 a.m.

Zoom Conferencing Go To: <https://zoom.us/j/99990602506>

Zoom ID #: 999 9060 2506

Zoom Password: 051131

Call In #: 267-930-4080

Participation Passcode #: 401204

Meeting Agenda

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MINUTES

SECTION A

**MINUTES OF MEETING
CANOPY
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Tuesday, **February 4, 2020** at 11:02 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
John "Al" Russell	Assistant Secretary
Colleen Castille	Assistant Secretary

Also present were:

Darrin Mossing, Jr.	Assistant Manager
Darrin Mossing	District Manager
Jennifer Kilinski	District Counsel
Lauren Gentry	District Counsel
Tim Stackhouse	GPI
Gene Nelson	Resident

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mossing, Jr. called the meeting to order at 11:02 a.m. 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

- A. November 12, 2019 Meeting**
- B. December 10, 2019 Meeting**

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the minutes of the November 12, 2019 meeting were approved as presented.
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Ms. Gentry stated on page 6 there as an extra zero where it says \$45,000 it should be \$4,500.

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the minutes of the December 10, 2019 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2020-02
Approving Landscape & Irrigation
Maintenance RFP Documents**

Mr. Mossing, Jr. stated next is consideration of Resolution 2020-02 approving landscape and irrigation maintenance RFP documents.

Ms. Gentry stated the board may recall in November we brought you an informal bid package for the landscape and irrigation maintenance documents. As we engaged in discussion we thought the services might exceed the bidding threshold and that is why we put a new package on your agenda; however after further discussion and estimates we don't think it will exceed the bidding threshold so we can stay with an informal bid and proceed with what the board approved at the November meeting. We are not asking for action on this at this time.

FIFTH ORDER OF BUSINESS

**Consideration of Work Authorization No. 5
with GPI for Preparation of Monitoring
Reports in Accordance with City of
Tallahassee Stormwater Permit**

Mr. Mossing, Jr. stated work authorization no. 5 from GPI is for preparation of monitoring reports in accordance with the City of Tallahassee stormwater permit.

Mr. Mossing stated work authorization no. 4 with GPI was to do the reporting requirements to the Northwest Florida Water Management District and there was discussion about it also included the City of Tallahassee and Abe at that time said no, it is different reporting and Travis said we will bring back another work authorization dealing with the City of Tallahassee requirements.

Mr. Stackhouse stated Travis has conveyed to me that the city's reporting for this is very similar to the Northwest Florida Water Management District reporting. I believe all the work has been completed and has been coordinated as well.

Ms. Kilinski stated we spoke with Travis on Friday and he mentioned that once they dug into the report they were virtually the same report so we will do it for this amount of fees.

Mr. Asbury stated they will just send that in.

SIXTH ORDER OF BUSINESS

Ratification of Arbitrage Rebate Computation Proposal from AMTEC

Mr. Mossing, Jr. stated next is ratification of arbitrage rebate computation proposal from AMTEC.

Mr. Mossing stated this is a requirement of the bond issues that the IRS requires that the district cannot earn more interest on its bond investments than what it is actually paying on the bonds. It requires us to have these arbitrage rebate calculations done. AMTEC is one of a couple companies that prepare these reports; it is a compliance item required by the bond issues and it is \$450 per year and that is the lowest fee out of all the firms that prepare these calculations. We approved it to get the calculations done and are asking the board to ratify that.

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the arbitrage rebate computation proposal from AMTEC for the special assessment bonds series 2018 A-1, 2018 A-2, 2018 A-3 and 2018 A-4 was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Field Management Services Proposal

Mr. Mossing stated GMS was planning to submit a proposal to provide field management services and it was on the agenda that went to the board then in further discussion with the chair he felt staff are already present on the project on a daily basis and they are willing to provide those services at no cost to the district. We left the item on the agenda and we will look for a motion to approve that concept in substantial form and work with counsel to prepare an agreement for them to provide those services.

Ms. Gentry stated before the board takes any action since this was a late addition to the agenda we do have a member of the public here and we should open it for public comment.

There were no comments or questions from public.

On MOTION by Mr. Russell seconded by Ms. Castille with all in favor district counsel was authorized to prepare an agreement between the district and Premier Homes for field management services at no cost to the district.

EIGHTH ORDER OF BUSINESS**Consideration of Form of Encroachment Agreement with FGT**

Ms. Gentry stated this is also a late addition to the agenda and I will give a brief overview and ask for any comment as well. There is a gas line that runs across district property and the District plans to do some construction work over it.

Mr. Asbury stated all the roadways will go over it. Right now, Crestline and Welaunee are the immediate crossings.

Ms. Gentry stated what you see in the agenda package is a rough form of the type of agreement that FGT has required in the past. Today we are just looking for approval in substantial form, authorization for staff to continue to engage with FGT to get the proper encroachment permission for us to do work across their easement.

Ms. Kilinski stated the district already has a contract for this work in Units 4 and 5 to do part of the crossings necessitated by this agreement so it is authorization and we will attach our construction easement but there is no net cost that you haven't already approved.

Mr. Asbury stated it also includes a portion of the holding pond that is on the berm that is on the gas line easement.

Ms. Gentry asked are there any comments on this item before the board takes action?

Mr. Nelson asked who is FGT?

Ms. Gentry responded Florida Gas Transmission Co.

Mr. Russell asked who is responsible for the maintenance of that easement as far as landscaping?

Ms. Gentry stated that is another piece we are hoping to address going forward as plats come out. We can take a look at any language that is already on plats and see what we need to do to make it clear who is responsible for that.

Mr. Asbury stated the easement itself is the Florida Gas Transmission Line's easement and the roadways that will go across it will eventually be given to the City of Tallahassee. The berm on the holding pond may end up being with the city too. It will be the city or the district. The district has added another 50 or 60 feet to the gas line easement that we are going to have a multi-

use path on and we will combine those two so it will be about 120 feet and that will go from one end all the way down to the lake from one side to the other. We, as the district, will maintain the grass and that sort of thing.

Ms. Kilinski stated we talked with Travis on Friday about reviewing plats before they are submitted so we can avoid having to do separate easements or we are saying the district may not own that underlying fee but the district has the right to enter for landscape maintenance and that sort of thing.

On MOTION by Mr. Patterson seconded by Mr. Russell with all in favor the encroachment agreement was approved in substantial form and staff was authorized to continue to engage with FGT to get the proper encroachment agreement to work across their easement.

NINTH ORDER OF BUSINES

Authorization to Notice CEI Services for Welaunee Boulevard for Segment 3 and Turn Lane Enhancements in Segment 2

Ms. Gentry stated this is very similar to the CEI notice for the Dove Pond project. In that case CEI was required by the city and in this case, we are constructing Welaunee Boulevard under an interlocal agreement with the city. In order to give the reimbursement for that construction the city requires a final signoff of the construction of each segment of the road. We have been engaging with GPI and they were looking into whether they were comfortable providing that final certification and we haven't heard whether they were but in the event we do need to get separate CEI services we would like board authorization of the ad that is in your agenda package to allow us to advertise and get separate CEI services if it is necessary, otherwise it would be performed by GPI.

Mr. Stackhouse stated to convey what Travis had told me I believe he coordinated with Jennifer and he is willing to have construction management with some oversight but for the tasks that require immediate attention like laying pipe at midnight they would like to have the city out there for that and for the testing portions of that we want to have another company onboard for that.

Mr. Asbury asked testing of what?

Mr. Stackhouse stated any sort of pavement testing.

Mr. Asbury stated that is in the contract and the city will be out there the whole time.

Mr. Patterson asked the \$5.8 million is for everything to finish construction of Welaunee to the end of your property?

Mr. Asbury responded that is correct.

Ms. Gentry stated that is the estimated construction cost not what we anticipate spending on CEI services. Staff plans to continue to engage with GPI to determine exactly what they are comfortable performing. Before we ask the board to take any action there is an opportunity for comments from the board or public.

There were no questions or comments from the public.

On MOTION by Mr. Asbury seconded by Ms. Castille with all in favor staff was authorized to notice for CEI services for Welaunee Boulevard Segment 3 and turn lane enhancements in segment 2 in substantial form and staff was authorized to continue engage on the scope of services and advertise if necessary.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry stated we have been working with staff on the Welaunee RFP and the amenity construction RFP, making progress on both and hoping to have those out to bid as soon as they are finished. One item we would like to bring up, the joint project agreement that Dove Pond was constructed under required a bond on the project for seven years. The developer posted that bond, it was the district's obligation the developer undertook the procurement of it and recording of it. In order to clean up our paper trail and make sure that everything is memorialized correctly we are looking for authorization for legal counsel to draft a short form agreement memorializing that the developer has procured this bond, it is the district's responsibility, shoring up the ways the district will pay for that since it was the district's responsibility.

Ms. Kilinski stated just to be clear districts have a difficult time getting bonds. For a district to get a bond it is extremely expensive and requires a letter of credit from the developer anyway, which defeats the purpose; you are paying for it twice. So the developer procured the bond on the district's behalf that was required by JPA and once Dove Pond is done and this will memorialize that we are going to reimburse the developer for the cost because it will be cheaper than getting one ourselves.

Mr. Asbury stated the bond goes to the city, the intention is that should there be damage to the dam and the district is not willing to fix it then the bond steps in and fixes it.

Mr. Mossing stated the budget process is starting shortly. We discussed having that as a line item in our operating budget being an operating cost of the district.

On MOTION by Ms. Castille seconded by Mr. Russell with all in favor district counsel was authorized to draft a short form agreement memorializing that the developer procured the bond required under the joint project agreement, which will be reimbursed by the district.
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Ms. Gentry asked do you want to discuss the March meeting now?

Mr. Mossing stated legal counsel has a conflict with the existing March meeting date. We can discuss if we need that March meeting or if we can meet the following week.

Ms. Castille asked what do we have pending?

Ms. Gentry stated we have a lot of moving pieces with the Welaunee RFP and we can a meeting with seven days notice.

Mr. Asbury asked how much lead time do you need for that?

Mr. Mossing responded basically ten days.

Ms. Castille stated a lot of residents are asking for the amenity center. Are all the contracts in place for that so we don't delay that?

Ms. Gentry stated we have the authorization we need but we are working on getting some of the last permit pieces in order to bid it.

Mr. Asbury stated we bid the site work and the site work is almost complete. The parking lot has the first layer of asphalt on it and the site is pretty much prepared to be built on. The holding pond is in and we will soon bid the actual clubhouse and pool.

Ms. Kilinski stated the architect of record is finalizing the plans. We thought he would have plan review by February 6th.

Mr. Asbury stated the holdup is the plans have been submitted to the city and the city has to approve the plans and they have come back with comments and they have gone back and forth and they are very close to approving those plans. Once the city approves the plans then we are ready to go and that has been a month or two process. The second thing we are doing is Units 4 and 5, Welaunee Boulevard, includes 400 units and GPI has said they intended to submit it to the

city on Friday of this week. They have had several meetings with the city so hopefully, when it gets turned in it will go fairly quickly.

Ms. Kilinski stated we have reached out to the city, the interlocal agreement for Welaunee Boulevard requires prior to the district bidding the project we have to get a permit and plan approval by the city so we have asked the city to waive that requirement. You haven't seen bid documents yet and we can't bid it without you seeing those first. We are hoping to get that waived so that we might be able to bring that back to you and start that 30-day advertisement process to get moving. I talked to the city attorney and they are working on it internally and we may hear back as early as today, which to your point may have necessitated meeting sooner.

Mr. Asbury stated that would be the key if they say yes, we can do the bid, then we need to meet to approve the bid documents.

Ms. Kilinski stated we have the package ready to go.

Mr. Mossing asked do we want to cancel the March meeting and meet as soon as we can upon notice of a need for a meeting?

Mr. Asbury stated I don't see a purpose for a meeting unless we have something to discuss and we know as soon as they get a permit then we have something to discuss.

Ms. Kilinski stated I suggest we keep it on the calendar for now and as soon as we get a response from the city we can set a special meeting to approve the documents.

B. Engineer

Mr. Stackhouse stated I have the Crestline sidewalk reimbursement and approval for Dove Pond construction.

Mr. Mossing stated he has the final pay request for the dam project. Apparently, it is ready to be certified complete. We still haven't made the \$42,000 final payment to RS&H.

Ms. Kilinski stated when we spoke with Travis on Friday he was going to confirm with Tony with RS&H that they are prepared to do the final certification. Do you know if that is done?

Mr. Stackhouse stated I don't know if that has been done.

Ms. Kilinski stated we could approve it contingent on confirmation from GPI that we got what we need from RS&H to make that final certification.

Mr. Mossing stated once we have that we will prepare a requisition for that final draw request. As part of that release the final payment to RS&H under the settlement agreement you funded the \$42,500 and that is sitting in our account. You have already given that to us.

I don't think we need to take any action on these items at this time. I think we need to bring them back to a future agenda, which would include ratifying the final payment to RS&H, approve the final project then some form of certification of completion for the project.

Mr. Asbury stated we can go ahead and fund it.

Mr. Mossing stated once we get the final certification we will move forward with making this final payment for this contract. We will also then make the final payment to RS&H and then it seems like there needs to be some type of final certification of completion.

Ms. Kilinski stated after speaking with Travis he felt pretty confident about getting written confirmation from RS&H that they are prepared or have made the final certification.

Mr. Asbury stated he sent that out.

Ms. Kilinski stated then you have seen the final certification.

Mr. Asbury stated yes.

Ms. Kilinski stated then I don't think we need anything else, I think we are okay to go as long as we got the final certification from RS&H that was holding everything else up.

Ms. Castille stated let's make sure Darrin has a copy of that before he sends any money out.

Ms. Kilinski stated we can approve it contingent on that.

Mr. Asbury stated I saw the bill then I saw the certification.

Ms. Kilinski stated recognize that we had not waived liquidated damages in the Sandco contract in the event that we didn't get the certification we needed from RS&H and needed to pursue liquidated damages.

Mr. Mossing asked does the settlement agreement require any action other than payment?

Ms. Kilinski stated no, it just said so long as they certify it you pay the outstanding amount. There is no reason to hold it up if they have done what they needed to do.

On MOTION by Ms. Castille seconded by Mr. Asbury with all in favor the final payment to RS&H was approved upon receipt of the final certification.
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C. Manager

i. Approval of Check Register Summary and Requisition Summary

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the check run summary and the requisition summary were approved.

ii. Balance Sheet and Income Statement

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

iii. Consideration of FY20 Funding Request no. 2

On MOTION by Mr. Asbury seconded by Mr. Russell with all in favor FY20 funding request no. 2 in the amount of \$8,815.94 was approved.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH 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 11:48 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION B

Minutes of Meeting
Canopy
Community Development District

A special meeting of the Board of Supervisors of the Canopy Community Development District was held Tuesday, February 18, 2020 at 11:07 a.m. at Dorothy B. Oven Park, 3205 Thomasville Road, Tallahassee, Florida.

Present and constituting a quorum were:

Tom Asbury	Chairman
Gregg Patterson	Vice Chairman
John "Al" Russell	Assistant Secretary
Colleen Castille	Assistant Secretary

Also present were:

Darrin Mossing	District Manager by telephone
Lauren Gentry	District Counsel
Darrin Mossing, Jr.	GMS by telephone

FIRST ORDER OF BUSINESS

Roll Call

Ms. Gentry called the meeting to order at 11:07 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2020-03
Approving Request for Proposal Documents
for the District's Welaunee Boulevard,
Segment 3 and Segment 2 Turn Lanes
Construction Project**

Ms. Gentry stated this is your typical RFP process and we are here today to approve the RFP ad, the instructions to proposers in substantial form and give the board final approval of the evaluation criteria. This is for Welaunee Boulevard improvement project that we discussed before and is subject to conditions of the interlocal agreement with the City of Tallahassee and Blueprint. Under the agreement the city has required that we wait until we have permits in hand to start the RFP process, but we received permission from them in writing to start the RFP process. We just

can't choose the bidder until the final permits are in hand; we can't award it. We have to keep it open until we have the permits in case anything changes.

Ms. Gentry gave an overview of the documents in front of the board and stated we have evaluation criteria, which is very similar to what you used in the past, but with one page required by the city and Blueprint and that is no. 4, the minority, women and small business enterprise that has been slightly revised to take out the last part of the sentence where it says, the points awarded shall be based on a joint determination by the city and county MBE offices and Blueprint 2000 staff director or designees. That is language the city uses in their criteria, obviously, they will not be awarding the points, the board would. That is the only change in the evaluation criteria. We are using the criteria that Blueprint has provided to us, which is what they use in their bidding packages. The others are standard criteria that we have used before, but we can reallocate the points except that the minority, women and small business would be 10 points.

Mr. Asbury stated I personally feel the city is going to move fast to try to get it done. Can we receive the bids, decide who gets the bid and not award it?

Ms. Gentry stated typically in our packages we say you have to hold your bid prices for a certain amount of time. We wouldn't close the bidding process until we had those permits.

Mr. Asbury stated that makes sense. We advertise it and tell them we are open ended on the final bid. We could have the preconstruction meeting to find out who is interested in bidding and we can tell them what is going on and they would be able to submit questions to us and if things change from the plans we would say you have the plans but this has changed.

Ms. Gentry stated I can read what the city said in their email; the district may commence bidding the construction of Welaunee Boulevard consistent with the terms of the interlocal agreement and prior to permits being issued so long as the district agrees that the bid shall not be closed or any award is made until a permit for the construction has been issued by the city and an addendum issued by the district to all bidders of any changes to the plan specifications allowing bidders to bid on the final permitted city plan set.

In the resolution we authorize either the chairman or vice chairman along with district staff to make any revisions that are needed without coming back to the board.

On MOTION by Ms. Castille seconded by Mr. Patterson with all in favor Resolution 2020-03 was approved.
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FOURTH ORDER OF BUSINESS**Consideration of Engineering Work Authorizations**

Ms. Gentry stated this is a form work authorization with GPI to provide the Welaunee RFP coordination for them to run that bid and provide contract administration services throughout the construction project.

Mr. Asbury stated I would like to have a little flexibility on this. He is at \$96,000, but we don't have the complete scope yet. I would like to have authorization to negotiate with them for an amount not to exceed \$125,000 and once it is negotiated, I will bring it back to the board.

On MOTION by Mr. Russell seconded by Mr. Patterson with all in favor the chairman was authorized to negotiate pricing with the engineer for the Welaunee RFP coordination and engineering services during construction in an amount not to exceed \$125,000.

FIFTH ORDER OF BUSINESS**Consideration of Work Product Release(s)**

Ms. Gentry stated we have two draft forms of work product releases and the purpose of these is that certain work products, plans, permits, etc. related to Welaunee Boulevard and the Unit 4 and 5 amenity improvements was created by GPI under contract with the developer instead of the district. In order to give the district the legal right to use the work product and rely on GPI warranty we need to fill out these contracts and get all the signatures. They are in very draft form; we will get GPI to give us a description of all the work product related to those projects that has not been inserted yet. This will allow the district to use the work product originally created under this contract.

On MOTION by Mr. Asbury seconded by Ms. Castille with all in favor the work product release(s) were approved in substantial form and staff was authorized to work with the engineer to get the necessary warranties and complete the process.

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Asbury stated Colton is unable to make the meetings and I have someone else in mind. What is the process?

Ms. Gentry responded there is not a particular threshold, a board member is not kicked off the board for not showing up. If he chooses to resign I would ask that you not speak to him about it, but Darrin may have a way if he has dealt with this before. We can't force him off the board, it has to be his decision to resign. Once he has resigned then the board could appoint someone to fill that seat.

Do we need to have the March 3rd meeting? We had left it on the schedule in case we needed to meet.

Mr. Mossing stated we don't have anything pressing. We have received the draft audit and if it waited until the April meeting for acceptance that shouldn't be a problem.

Mr. Asbury asked Darrin, are you submitting the ad for the amenities?

Ms. Gentry stated that was submitted this morning and it will run on Thursday.

Mr. Asbury stated we are talking about having the mandatory meeting next Thursday and the bid would be March 26th. Maybe we can have a meeting on the 31st.

Ms. Gentry stated you have a meeting scheduled on the 7th, but here is nothing to prevent us from calling a special meeting. We will keep the April 7th meeting and evaluate whether it can be moved.

On MOTION by Mr. Russell seconded by Ms. Castille with all in favor the March 3rd meeting was canceled.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

Ms. Gentry stated unless we schedule a special meeting between now and then our next meeting will be April 7th at 11:00 a.m. here at the Dorothy B. Owen Park.

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the meeting adjourned at 11:36 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION C

**MINUTES OF MEETING
CANOPY
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Friday, **May 29, 2020** at 11:08 a.m. via Zoom Teleconference.

Present and constituting a quorum were:

Tom Asbury	Chairman
Gregg Patterson	Vice Chairman
John “Al” Russell	Assistant Secretary
Colleen Castille	Assistant Secretary
David Brady	Assistant Secretary

Also present were:

Darrin Mossing, Jr.	District Manager
Darrin Mossing	GMS
Jennifer Kilinski	District Counsel
Lauren Gentry	Hopping Green & Sams
Tim Stackhouse	District Engineer
Colby Brown	Greenman-Pedersen, Inc.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mossing, Jr. called the meeting to order at 11:08 a.m. and stated we are conducting this meeting in accordance with the governor’s executive orders 20-52 and 20-69 that were signed into law by Governor DeSantis and everyone is participating by the video conference Zoom program.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 31, 2020 Special Meeting

Mr. Mossing, Jr. stated Hopping Green & Sams made a slight revision that will be incorporated in the signed minutes.

Ms. Castille asked what was the revision?

Ms. Kilinski stated it was language added to the decision box on page 5 to clarify who was ranked no. 1.

On MOTION by Mr. Russell seconded by Ms. Castille with all in favor, the Minutes of the March 31, 2020 Special Meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Evaluation of Proposals for Welaunee Boulevard, Segment 3 and Segment 2 Turn Lanes Construction Project

Mr. Mossing, Jr. stated we received two bids, one from Sandco and one from C.W. Roberts.

A. Ranking Sheet & Evaluation Criteria

B. Review of Proposals Received.

Ms. Kilinski stated you have done this ranking before, we included evaluation criteria, ranking sheet within your agenda package. We previously discussed ways you can do this; you can rank them together, or if one member has already ranked them you can walk through the evaluation criteria categories and make a suggestion about those rankings. Before you start there are a few of these categories that are not subjective, they are driven by what criteria we put in there and what was actually provided at the bids and those include the MWSBE criteria. We actually gave those some consideration then sent our thoughts over to Blueprint, whose criteria we used, to have them confirm our understanding of the ranking. For those we are suggesting, and Blueprint concurs, that C.W. Roberts gets zero of 12 points because they provided no MWSBE criteria at all and that Sandco be awarded 10 of the 12 points, because although they didn't fill out the requisite forms they did have information and a certification about the MWSBE requirements. Blueprint confirmed that would be their recommendation as well. That is one category zero out of 12 for C.W. Roberts and 10 out of 12 for Sandco. On schedule, I want to note that our RFP package required a detailed schedule be provided with no float included because the interlocal agreement requires a detailed schedule. C.W. Roberts did provide substantial completion and final completion dates but did not provide any sort of detailed schedule. There are two ways you could rank them; one is because they failed to provide a detailed schedule as required by the RFP package you could deem them non-responsive and throw out their bid. Because we only have two bids, I recommend you rank them in an abundance of caution so that in case Sandco were to fall out we

have some other bidder to consider. In doing that I recommend based on the point categorization that you consider giving them 13 of the 15 points for the most expedited schedule because they did provide substantial and final completion date but you provide them zero out 5 points for their ability to complete the schedule because we don't know whether they can provide that scheduled timeline because we have no detail to make that evaluation on. For that category we recommend based on the way we structured the schedule 13 out of 20 points for C.W. Roberts. Sandco would be 15 out of 15 and for the reasonableness I would ask for a member of the board or Tim to talk about whether the detailed schedule Sandco provided is reasonable given the documentation they provided in their bid.

Mr. Stackhouse stated from looking through the numbers of the bids alone it seemed that Sandco's unit prices were fairly competitive and in line with what we would expect from looking at DOT's state averages. There were a few categories that were kind of tough to reconcile with the interlocal agreement, but on the whole it seemed that the prices were appropriate.

Mr. Asbury asked did you think that the schedule is fine?

Mr. Stackhouse responded yes; I didn't see any issues with the schedule.

Mr. Asbury stated it is my understanding as far as the pricing Tim looked at the average DOT numbers to compare that the pricing was in line and I think the DOT number came out a little more than \$5 million.

Mr. Stackhouse stated that is right. We did a whole internal review ourselves to get a feel for what numbers we would expect and Sandco's numbers came in a little bit lower and C.W. Roberts came in a little higher.

Mr. Asbury stated based on that we would say that Sandco's price was reasonable.

Mr. Stackhouse stated yes.

Mr. Asbury stated and that based on that we might say that C.W. Roberts seemed a little unreasonable.

Mr. Stackhouse stated yes, a lot of their unit prices seemed on the higher side. Mobilization, Sandco has a few advantages having been on the site for other construction.

Mr. Asbury stated this is how I was ranking it. C.W. Roberts personnel 10 points and I gave Sandco 10. Experience and available equipment C.W. Roberts has the equipment and so does Sandco but Sando's experience outweighed C.W. so I gave C.W. 20 I gave Sandco 25. Understanding the scope of work a total of 13 points, C.W. was significantly high so I took the

attitude that they didn't quite understand the scope of work and gave them 10 and gave Sandco 13. Jennifer has already talked about the MWSBE and the schedule and as far as pricing, I gave C.W. out of 5 points for the bid price because it was so high, I gave them 1 because I felt it was unreasonable. I gave Sandco 15 for the lowest price and 5 for the reasonableness. I recommend Sandco be awarded the bid contingent on working out some pricing with the city that they are to pay because this bid is more than the interlocal agreement says. We have to negotiate with the city to make sure they will pay for it because this was the city's job and it is their responsibility to build that road.

Mr. Patterson asked what was the difference in pricing?

Mr. Asbury stated Sandco was \$4,780,000 and C.W. was \$7,973,000 significantly more. The interlocal agreement planned on about \$3.2 million. Through the process of getting it permitted through the city they made the roundabouts much more difficult, the size the pipes got bigger and there are a lot of things that went into this that were not planned on originally. That is why we have to deal with the city.

Mr. Patterson asked will this have to be addressed if we get to the city and find out that they can't step up to help out with this process?

Ms. Kilinski stated you will see that the resolution that would wrap up the ranking provides for that potential contingency. The resolution would award the points, and if I added up Tom's points right we would say 59 points for C.W. Roberts and 98 points for Sandco, but it makes the award contingent on successful negotiation of some funding mechanism to make up the difference. If that is unsuccessful then we would make sure that we have not expended any money in awarding the project and would work with the city on the next steps. Absolutely, it is contingent on some successful negotiation on continuing with the roadway construction project.

C. Consideration of Resolution 2020-07 Award of Construction Contract for Welaunee Boulevard, Segment 3 and Segment 2 Turn Lanes

Ms. Kilinski stated the sixth whereas clause will include 59 points for C.W. Roberts unless any board member has a different suggestion on point award categories based on Tom's recommendation and 98 points to Sandco, and the eighth whereas clause would include Sandco and as we note there, it is contingent upon the district's ability to successfully secure additional funding from the City, Blueprint and/or the developer. Right now the district can't award a contract for which it hasn't secured funding and funding is limited to the interlocal amount. We

have all noted that the interlocal is capped at \$3.2 million and we have a \$1.6 million shortfall. If we are not able to successfully negotiate that funding mechanism, then we won't move forward with the construction project. I will provide to the board an update at our next meeting based on where we are with the City and Blueprint.

On MOTION by Mr. Asbury seconded by Ms. Castille with all in favor Resolution 2020-07 awarding the construction contract for Welaunee Boulevard segment 3 and segment 2 turn lanes to Sandco, contingent upon securing appropriate funding, was approved with the updates as noted on the record.

FIFTH ORDER OF BUSINESS

Consideration of Responses to Request for Qualifications for Engineering Services

A. Dewberry Engineers, Inc.

B. Halff Associates, Inc.

Mr. Mossing, Jr. stated the district did receive two responses, one from Dewberry Engineers, Inc. and one from Halff Associates, Inc. That documentation was included in your agenda package and both firms have sufficient qualifications to meet all the requirements of the district.

Ms. Kilinski stated there is no cost to prequalifying engineering firms. Any of the work that would be done would be authorized by separate work authorization subject to the hourly fees that will be attributed to their continuing services contract. The next agenda item contemplates approval of the previously approved form of agreement for professional engineering services in substantial form to those that we previously negotiated with the two other firms that you qualified.

On MOTION by Ms. Castille seconded by Mr. Brady with all in favor Dewberry Engineers, Inc. and Halff Associates, Inc. were both ranked no. 1.

SIXTH ORDER OF BUSINESS

Consideration of Form of Agreement for Professional Engineering Services

Ms. Kilinski stated next is approving the form of agreement for professional engineering services for both firms in substantial form.

On MOTION by Mr. Asbury seconded by Ms. Castille with all in favor the form of agreement for engineering services was approved in substantial form.

SEVENTH ORDER OF BUSINESS**Consideration of Work Authorization for Welaunee Boulevard CEI Services**

This item was deferred.

EIGHTH ORDER OF BUSINESS**Consideration of Proposal from Keep it Grassy Landscaping & Maintenance**

Ms. Kilinski stated we had some members of the public previously comment about their unhappiness with the current landscape provider and at the same time the district is starting to move the O&M responsibilities for various services to the district. Several of these areas we can confirm are already owned by the district, and several of these areas are within city right of way, and we will make sure that we have the requisite property interests in place to be able to maintain these areas. What we are asking for today is approval of the proposal from Keep it Grassy, I think they are currently out there doing some work and have performed at a much higher standard.

Mr. Asbury stated Keep it Grassy has agreed to keep somebody onsite five-days a week, so they are always there mowing and edging and they bring other people in when they need it but at least there is somebody there. The response from the homeowners around there has been definitely positive. The amount of the contract is not bad to have somebody there five-days a week and the city does not maintain their rights of ways or easements so we really have to do all that if we are going to have it look decent. I recommend we accept their proposal.

On MOTION by Ms. Castille seconded by Mr. Brady with all in favor the proposal from Keep it Grassy Landscaping & Maintenance in the amount of \$5,250 monthly was approved.

NINTH ORDER OF BUSINESS**Consideration of Resolution 2020-08 Approving the Proposed Budget for Fiscal Year 2021 and Setting a Public Hearing Date for Adoption**

Mr. Mossing, Jr. stated Resolution 2020-08 approves the proposed budget for fiscal year 2021 and sets a public hearing date for adoption.

Mr. Mossing stated this is just the start of the budget process, we are going to be asking the board to approve the resolution that approves the preliminary budget for purposes of distributing

it to the local governing authorities. Our budget process is not less than a 60-day process and we recommend that we set your August 4, 2020 meeting for the public hearing to formally adopt that budget.

The budget enclosed in your agenda package is in substantially the same form as the current fiscal year 2020 budget. I had conversations with the chairman, there is not a desire to consider an increase in assessments for fiscal year 2021 and we will be making some revisions to this budget over the next 60 days as the amenity gets closer to completion and what is actually going to be constructed and maintained by the district and the level of services the board will require. We will place this on the next agenda for further questions.

Mr. Russell stated the more people we get out there the more people will want to come to a meeting. Do we know how long we are going to continue the Zoom before we go back to physically meeting so the public can join in a little more easily than on Zoom?

Ms. Kilinski stated right now unless Phase 2 includes some difference in the physical quorum requirements our reading of the executive order is that the physical quorum requirement waiver is in place at least until July 7th. From my experience since we have had Zoom meetings I have had far more public participation than I did when we had regular meetings. I think people are more comfortable being able to zoom in from their workplace or their home. We have already had requests from big districts that have a lot of public that attend to keep this in place, which isn't required but it is interesting. I'm not sure that meeting in person will result in more public participation but as we have more people living within the district there may be more interest. I anticipate by our next meeting if not by the end of July we will be required to meet in person.

On MOTION by Mr. Asbury seconded by Mr. Brady with all in favor Resolution 2020-08 approving the proposed fiscal year 2021 budget and setting the public hearing for August 4, 2020 was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register Summary and Requisition Summary

On MOTION by Ms. Castille seconded by Mr. Asbury with all in favor the check run summary and the requisition summary were approved.

ii. Balance Sheet and Income Statement

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

iii. Report on Number of Registered Voters - 182

A copy of the letter from the supervisor of elections indicating that there are 182 registered voters residing within the district was included in the agenda package.

iv. Approval of New Capital Projects Fund Checking Account for Welaunee Boulevard Project

Mr. Mossing stated we are asking the board to approve opening the account for purposes of when this contract gets started it will be required to be funded by the developer through the district and at the end it gets reimbursed by the City of Tallahassee. It is a good idea to segregate those funds.

On MOTION by Ms. Castille seconded by Mr. Patterson with all in favor a new capital projects fund checking account for Welaunee Boulevard project was approved.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisors Requests

Ms. Castille stated everyone should have received their financial disclosure in the mail and that is required to be filled out by a certain date.

Ms. Kilinski stated by June 15th or July 1st I will have to check, but don't hesitate to do that because there are significant fines so turn it in.

Mr. Brady asked is the one I turned in last month sufficient or do I need a new one?

Ms. Kilinski stated that should cover you, if not they will send you one in the mail but that should be sufficient since you just came on the board.

On MOTION by Mr. Patterson seconded by Ms. Castille with all in favor the meeting adjourned at 11:46 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

RESOLUTION 2020-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CANOPY COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2020-08 TO RE-SET THE LOCATION OF THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2020/2021; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Canopy Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure improvements; and

WHEREAS, on May 29, 2020, at a duly noticed public meeting, the District’s Board of Supervisors (“**Board**”) adopted Resolution 2020-08, approving the proposed budget for Fiscal Year 2020/2021 and setting a public hearing on the proposed budget for August 4, 2020 at 11:00 a.m. at Dorothy B. Oven Park, 3205 Thomasville Road, Tallahassee, Florida 32308; and

WHEREAS, due to scheduling conflicts with the original meeting location, the Board desires to set a new location for the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CANOPY COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. PUBLIC HEARING LOCATION RESET. Resolution 2020-08 is hereby amended to reflect that the public hearing as declared in Resolution 2020-08 is re-set to occur on August 4, 2020, at 11:00 a.m., at _____.

At the time of adoption of this Resolution there are currently in place federal, state, and local emergency declarations and orders (“**Declarations**”). In the event that current Declarations are extended or future declarations so authorize, the hearing may be conducted remotely, using communications media technology. Information regarding participation in any remote hearing may be obtained by contacting the District Manager at (407) 841-5524 or by visiting the District’s website at <https://canopycdd.com/>.

SECTION 2. RESOLUTION 2020-08 OTHERWISE REMAINS IN FULL FORCE AND EFFECT. Except as otherwise provided herein, all of the provisions of Resolution 2020-08 continue in full force and effect.

SECTION 3. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon its passage and adoption by the Board.

PASSED AND ADOPTED this 7th day of July, 2020.

ATTEST:

**CANOPY COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

SECTION V

Mailing Address

Post Office Box 1835
Tallahassee, Florida 32302-1835
(850) 606-4700

www.leontaxcollector.net



Main Office

Metropolitan Administrative Office
1276 Metropolitan Blvd., Suite 102
Tallahassee, FL 32312

(Overnight/Express Mail Accepted)



May 8, 2019

Canopy Community Development District
Attn: Stacie Vanderbilt
135 W. Central Blvd., Suite 320
Orlando, FL 32801

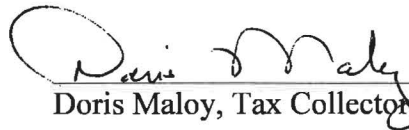
RE: 2020 –Canopy CDD Uniform Method for Collection

Dear Ms. Vanderbilt:

This document will serve as an Agreement with the Tax Collector's Office for an annual compensation or commission at 3% of the amount of non-ad valorem assessments collected and distributed. This Agreement shall be in place for the Canopy CDD Assessment Roll for the year 2020.

This is the Agreement intended by the Tax Collector's Office. Please execute below and return the original to this office.

Sincerely,


Doris Maloy, Tax Collector

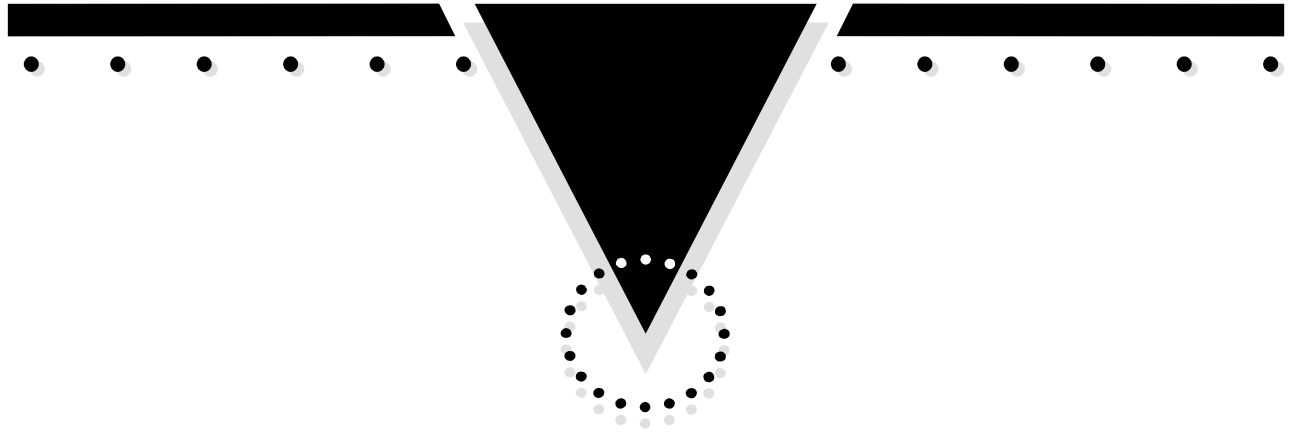
AGREED this 5th day of June, 2020.

Signature of Chairman
Canopy Community Development District

SECTION VII

SECTION C

i.



**Canopy
Community Development District**

Unaudited Financial Reporting

May 31, 2020



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Canopy
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
May 31, 2020

	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>CAPITAL PROJECT</u>	<u>TOTAL</u>
<u>ASSETS:</u>				
CASH				
OPERATING	\$58,326	\$0	\$0	\$58,326
CAPITAL PROJECTS	\$0	\$0	\$2,420	\$2,420
WELAUNEE	\$0	\$0	\$500	\$500
INVESTMENTS				
SERIES 2018 A1 & A2				
RESERVE A1	\$0	\$82,146	\$0	\$82,146
REVENUE A1	\$0	\$4,282	\$0	\$4,282
REVENUE A2	\$0	\$9	\$0	\$9
PREPAYMENT A2	\$0	\$79,393	\$0	\$79,393
CONSTRUCTION	\$0	\$0	\$3,745,509	\$3,745,509
SERIES 2018 A3				
RESERVE A3	\$0	\$104,688	\$0	\$104,688
REVENUE A3	\$0	\$151	\$0	\$151
CONSTRUCTION	\$0	\$0	\$10,373	\$10,373
CONSTRUCTION-RESTRICTED	\$0	\$0	\$842,765	\$842,765
SERIES 2018 A4				
RESERVE A4	\$0	\$32,714	\$0	\$32,714
REVENUE A4	\$0	\$43,704	\$0	\$43,704
CONSTRUCTION	\$0	\$0	\$3,550	\$3,550
PREPAID EXPENSES	\$759	\$0	\$0	\$759
DUE FROM GENERAL FUND	\$0	\$1,163	\$0	\$1,163
TOTAL ASSETS	<u>\$59,085</u>	<u>\$348,250</u>	<u>\$4,605,117</u>	<u>\$5,012,452</u>
<u>LIABILITIES:</u>				
ACCOUNTS PAYABLE	\$15,390	\$0	\$21,389	\$36,778
RETAINAGE PAYABLE	\$0	\$0	\$261,967	\$261,967
DUE TO DEVELOPER	\$0	\$0	\$1,898,503	\$1,898,503
DUE TO DEBT SERVICE	\$1,163	\$0	\$0	\$1,163
<u>FUND EQUITY:</u>				
FUND BALANCES:				
UNASSIGNED	\$42,532	\$0	\$0	\$42,532
RESTRICTED FOR DEBT SERVICE 2018 A1 & A2	\$0	\$166,196	\$0	\$166,196
RESTRICTED FOR DEBT SERVICE 2018 A3	\$0	\$104,839	\$0	\$104,839
RESTRICTED FOR DEBT SERVICE 2018 A4	\$0	\$77,215	\$0	\$77,215
RESTRICTED FOR CAPITAL PROJECTS 2018 A1 & A3	\$0	\$0	\$3,705,500	\$3,705,500
RESTRICTED FOR CAPITAL PROJECTS 2018 A3	\$0	\$0	\$853,138	\$853,138
RESTRICTED FOR CAPITAL PROJECTS 2018 A4	\$0	\$0	\$3,550	\$3,550
RESTRICTED FOR CAPITAL PROJECTS	\$0	\$0	(\$2,139,431)	(\$2,139,431)
RESTRICTED FOR CAPITAL PROJECTS - WELAUNEE	\$0	\$0	\$500	\$500
TOTAL LIABILITIES & FUND EQUITY	<u>\$59,085</u>	<u>\$348,250</u>	<u>\$4,605,117</u>	<u>\$5,012,452</u>

Canopy

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures
For The Period Ending May 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET 5/31/20	ACTUAL 5/31/20	VARIANCE
<u>REVENUES:</u>				
ASSESSMENTS - TAX ROLL	\$47,052	\$47,052	\$46,721	(\$331)
ASSESSMENTS - DIRECT	\$99,406	\$66,309	\$66,309	\$0
DEVELOPER CONTRIBUTIONS	\$174,267	\$0	\$0	\$0
INTEREST	\$500	\$333	\$0	(\$333)
MISCELLANEOUS INCOME	\$2,500	\$1,667	\$0	(\$1,667)
TOTAL REVENUES	\$323,725	\$115,361	\$113,030	(\$2,331)
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE</u>				
ENGINEERING	\$12,000	\$8,000	\$903	\$7,097
ARBITRAGE	\$2,400	\$450	\$450	\$0
ASSESSMENT ADMINISTRATION	\$2,500	\$2,500	\$2,500	\$0
DISSEMINATION	\$8,000	\$5,333	\$5,333	(\$0)
ATTORNEY	\$25,000	\$16,667	\$43,298	(\$26,631)
ANNUAL AUDIT	\$5,000	\$5,000	\$5,000	\$0
TRUSTEE FEES	\$10,000	\$10,000	\$8,346	\$1,654
MANAGEMENT FEES	\$35,000	\$23,333	\$23,333	(\$0)
INFORMATION TECHNOLOGY	\$3,700	\$2,467	\$1,667	\$800
TRAVEL	\$50	\$33	\$0	\$33
TELEPHONE	\$250	\$167	\$18	\$149
POSTAGE	\$500	\$333	\$134	\$199
PRINTING & BINDING	\$1,500	\$1,000	\$483	\$517
INSURANCE	\$6,000	\$6,000	\$5,125	\$875
LEGAL ADVERTISING	\$2,500	\$1,667	\$2,344	(\$678)
OTHER CURRENT CHARGES	\$1,000	\$667	\$1,977	(\$1,310)
OFFICE SUPPLIES	\$1,000	\$667	\$22	\$645
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
TOTAL MAINTENANCE EXPENDITURES	\$116,575	\$84,458	\$101,108	(\$16,650)

Canopy

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures
For The Period Ending May 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET 5/31/20	ACTUAL 5/31/20	VARIANCE
<u>MAINTENANCE</u>				
<u>COMMON AREA</u>				
LANDSCAPE MAINTENANCE	\$62,500	\$41,667	\$10,500	\$31,167
LANDSCAPE CONTINGENCY	\$10,600	\$7,067	\$0	\$7,067
PLANT REPLACEMENTS	\$7,500	\$5,000	\$0	\$5,000
IRRIGATION - REPAIRS	\$5,000	\$3,333	\$0	\$3,333
IRRIGATION - WATER	\$10,000	\$6,667	\$0	\$6,667
IRRIGATION - ELECTRIC	\$2,500	\$1,667	\$0	\$1,667
WETLAND MAINTENANCE	\$5,650	\$3,767	\$7,870	(\$4,103)
WETLAND MITIGATION REPORTING	\$1,250	\$833	\$0	\$833
LAKE MAINTENANCE	\$7,500	\$5,000	\$0	\$5,000
REPAIRS & MAINTENANCE	\$12,500	\$8,333	\$0	\$8,333
OPERATING SUPPLIES	\$1,250	\$833	\$0	\$833
<u>AMENITY CENTER</u>				
AMENITY MANAGEMENT STAFFING	\$18,750	\$12,500	\$0	\$12,500
POOL ATTENDANTS	\$3,750	\$2,500	\$0	\$2,500
JANITORIAL	\$3,750	\$2,500	\$0	\$2,500
POOL MAINTENANCE	\$3,750	\$2,500	\$0	\$2,500
POOL CHEMICALS	\$1,875	\$1,250	\$0	\$1,250
POOL PERMITS	\$188	\$0	\$0	\$0
POOL - ELECTRIC	\$3,750	\$2,500	\$0	\$2,500
POOL - WATER	\$250	\$167	\$0	\$167
TELEPHONE	\$625	\$417	\$0	\$417
WATER/SEWER	\$1,250	\$833	\$0	\$833
GAS	\$125	\$83	\$0	\$83
TRASH	\$600	\$400	\$0	\$400
PEST CONTROL	\$300	\$200	\$0	\$200
TERMITE BOND	\$188	\$125	\$0	\$125
INSURANCE - PROPERTY	\$6,250	\$6,250	\$0	\$6,250
CABLE/INTERNET	\$1,875	\$1,250	\$0	\$1,250
ACCESS CARDS	\$625	\$417	\$0	\$417
ACTIVITIES	\$3,750	\$2,500	\$0	\$2,500
SECURITY/ALARMS/REPAIR	\$8,750	\$5,833	\$0	\$5,833
REPAIRS & MAINTENANCE	\$8,750	\$5,833	\$0	\$5,833
OFFICE SUPPLIES	\$500	\$333	\$0	\$333
HOLIDAY DECORATIONS	\$1,250	\$0	\$0	\$0
<u>OTHER</u>				
CONTINGENCY	\$1,250	\$833	\$0	\$833
CAPITAL RESERVE	\$8,750	\$0	\$0	\$0
TOTAL MAINTENANCE EXPENDITURES	\$207,150	\$133,392	\$18,370	\$115,022
TOTAL EXPENDITURES	\$323,725	\$217,850	\$119,478	\$98,372
EXCESS REVENUES (EXPENDITURES)	\$0		(\$6,448)	
FUND BALANCE - Beginning	\$0		\$48,980	
FUND BALANCE - Ending	\$0		\$42,532	

Canopy

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND ASSESSMENT AREA 2 - SERIES 2018 A1 & A2

Statement of Revenues & Expenditures

For The Period Ending May 31, 2020

ADOPTED BUDGET	PRORATED BUDGET 5/31/20	ACTUAL 5/31/20	Variance
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REVENUES

ASSESSMENTS - TAX ROLL A1	\$30,132	\$30,132	\$29,935	(\$197)
ASSESSMENTS - DIRECT A1	\$134,594	\$67,263	\$67,263	\$0
ASSESSMENTS - DIRECT A2	\$311,498	\$133,069	\$133,069	\$0
PREPAYMENTS	\$0	\$0	\$146,419	\$146,419
INTEREST	\$500	\$333	\$2,629	\$2,295

TOTAL REVENUES

\$476,724	\$230,797	\$379,314	\$148,517
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EXPENDITURES

Series 2018 A1

INTEREST A1 - 11/1	\$67,721	\$67,721	\$67,721	\$0
PRINCIPAL A1 - 5/1	\$25,000	\$25,000	\$25,000	\$0
INTEREST A1 - 5/1	\$67,721	\$67,721	\$67,721	\$0

Series 2018 A2

INTEREST A2 - 11/1	\$155,749	\$155,749	\$155,749	\$0
SPECIAL CALL A2 - 11/1	\$300,000	\$300,000	\$405,000	(\$105,000)
INTEREST A2 - 2/1	\$0	\$0	\$923	(\$923)
SPECIAL CALL A2 - 2/1	\$0	\$0	\$60,000	(\$60,000)
INTEREST A2 - 5/1	\$155,749	\$155,749	\$141,450	\$14,299
SPECIAL CALL A2 - 5/1	\$0	\$0	\$10,000	(\$10,000)
TRANSFER OUT	\$0	\$0	\$720	(\$720)

TOTAL EXPENDITURES

\$771,940	\$771,940	\$934,284	(\$162,344)
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EXCESS REVENUES (EXPENDITURES)

(\$295,216)	(\$541,143)	(\$554,970)
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FUND BALANCE - BEGINNING

\$523,536	\$721,166
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FUND BALANCE - ENDING

\$228,320	\$166,196
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Canopy
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND
ASSESSMENT AREA 3 - SERIES 2018 A3

Statement of Revenues & Expenditures

For The Period Ending May 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET 5/31/20	ACTUAL 5/31/20	Variance
<u>REVENUES</u>				
ASSESSMENTS - DIRECT	\$170,938	\$85,469	\$85,469	\$0
INTEREST	\$500	\$333	\$992	\$659
TOTAL REVENUES	\$171,438	\$85,802	\$86,461	\$659
<u>EXPENDITURES</u>				
INTEREST - 11/1	\$85,469	\$85,469	\$85,469	\$0
INTEREST - 5/1	\$85,469	\$85,469	\$85,469	\$0
TRANSFER OUT	\$500	\$333	\$918	(\$584)
TOTAL EXPENDITURES	\$171,438	\$171,271	\$171,855	(\$584)
EXCESS REVENUES (EXPENDITURES)	\$1		(\$85,394)	
FUND BALANCE - BEGINNING	\$85,469		\$190,233	
FUND BALANCE - ENDING	\$85,470		\$104,839	

Canopy
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND
ASSESSMENT AREA 1 - SERIES 2018 A4

Statement of Revenues & Expenditures

For The Period Ending May 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET 5/31/20	ACTUAL 5/31/20	Variance
<u>REVENUES</u>				
ASSESSMENTS - TAX ROLL	\$65,612	\$65,612	\$65,183	(\$429)
INTEREST	\$250	\$250	\$640	\$390
TOTAL REVENUES	\$65,862	\$65,862	\$65,823	(\$39)
<u>EXPENDITURES</u>				
INTEREST - 11/1	\$24,523	\$24,523	\$24,523	\$0
PRINCIPAL - 5/1	\$15,000	\$15,000	\$15,000	\$0
INTEREST - 5/1	\$24,523	\$24,523	\$24,523	\$0
TRANSFER OUT	\$0	\$0	\$287	(\$287)
TOTAL EXPENDITURES	\$64,045	\$64,045	\$64,332	(\$287)
EXCESS REVENUES (EXPENDITURES)	\$1,817		\$1,491	
FUND BALANCE - BEGINNING	\$42,999		\$75,724	
FUND BALANCE - ENDING	\$44,815		\$77,215	

Canopy
COMMUNITY DEVELOPMENT DISTRICT

CAPITAL PROJECT FUNDS
Statement of Revenues & Expenditures
For The Period Ending May 31, 2020

SERIES 2018 A1 & A2	SERIES 2018 A3	SERIES 2018 A4	CAPITAL PROJECTS	WELAUNEE	
ACTUALS	ACTUAL	ACTUAL	ACTUAL	ACTUAL	
5/31/20	5/31/20	5/31/20	5/31/20	5/31/20	TOTAL

REVENUES

TRANSFER IN	\$720	\$918	\$287	\$0	\$500	\$2,425
INTEREST	\$50,071	\$12,283	\$29	\$0	\$0	\$62,384

TOTAL REVENUES	\$50,792	\$13,201	\$316	\$0	\$500	\$64,809
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EXPENDITURES

CAPITAL OUTLAY - CONSTRUCTION	\$2,400,418	\$658,116	\$0	\$0	\$0	\$3,058,534
CAPITAL OUTLAY - GENERAL	\$0	\$0	\$0	\$21,250	\$0	\$21,250
PROFESSIONAL FEES	\$0	\$0	\$0	\$19,398	\$0	\$19,398
MISCELLANEOUS	\$0	\$0	\$0	\$326	\$0	\$326
TRANSFER OUT	\$0	\$0	\$0	\$500	\$0	\$500

TOTAL EXPENDITURES	\$2,400,418	\$658,116	\$0	\$41,474	\$0	\$3,100,009
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EXCESS REVENUES (EXPENDITURES)	(\$2,349,627)	(\$644,915)	\$316	(\$41,474)	\$500	(\$3,035,200)
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FUND BALANCE - BEGINNING	\$6,055,127	\$1,498,053	\$3,234	(\$2,097,956)	\$0	\$5,458,458
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FUND BALANCE - ENDING	\$3,705,500	\$853,138	\$3,550	(\$2,139,431)	\$500	\$2,423,258
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Canopy Community Development District

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
REVENUES:													
ASSESSMENTS - TAX ROLL	\$0	\$1,298	\$35,331	\$5,436	\$1,805	\$943	\$1,337	\$571	\$0	\$0	\$0	\$0	\$46,721
ASSESSMENTS - DIRECT	\$0	\$16,577	\$8,289	\$8,289	\$8,289	\$8,289	\$8,289	\$8,289	\$0	\$0	\$0	\$0	\$66,309
DEVELOPER CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$0	\$17,875	\$43,620	\$13,724	\$10,093	\$9,232	\$9,626	\$8,860	\$0	\$0	\$0	\$0	\$113,030
EXPENDITURES:													
ADMINISTRATIVE													
SUPERVISOR FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENGINEERING	\$0	\$0	\$0	\$0	\$0	\$903	\$0	\$0	\$0	\$0	\$0	\$0	\$903
ARBITRAGE	\$0	\$0	\$0	\$0	\$450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450
ASSESSMENT ADMINISTRATION	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
DISSEMINATION	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$0	\$0	\$0	\$0	\$5,333
ATTORNEY	\$1,941	\$5,595	\$7,453	\$9,040	\$0	\$10,938	\$8,331	\$0	\$0	\$0	\$0	\$0	\$43,298
ANNUAL AUDIT	\$0	\$2,000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
TRUSTEE FEES	\$0	\$8,346	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,346
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$0	\$0	\$0	\$23,333
INFORMATION TECHNOLOGY	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$0	\$0	\$1,667
TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TELEPHONE	\$18	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18
POSTAGE	\$26	\$0	\$54	\$5	\$31	\$4	\$3	\$11	\$0	\$0	\$0	\$0	\$134
PRINTING & BINDING	\$407	\$0	\$76	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$483
INSURANCE	\$5,125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,125
LEGAL ADVERTISING	\$0	\$230	\$0	\$0	\$774	\$748	\$406	\$186	\$0	\$0	\$0	\$0	\$2,344
OTHER CURRENT CHARGES	\$500	\$0	\$315	\$432	\$339	\$138	\$120	\$132	\$0	\$0	\$0	\$0	\$1,977
OFFICE SUPPLIES	\$21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22
DUES, LICENSE & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
TOTAL MAINTENANCE EXPENDITURES	\$14,505	\$19,962	\$11,690	\$16,269	\$5,386	\$16,523	\$12,652	\$4,121	\$0	\$0	\$0	\$0	\$101,108

Canopy Community Development District

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
<u>MAINTENANCE</u>													
<u>COMMON AREA</u>													
LANDSCAPE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$5,250	\$5,250	\$0	\$0	\$0	\$0	\$10,500
LANDSCAPE CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PLANT REPLACEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IRRIGATION - REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IRRIGATION - WATER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IRRIGATION - ELECTRIC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
WETLAND MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$3,970	\$3,900	\$0	\$0	\$0	\$0	\$0	\$7,870
WETLAND MITIGATION REPORTING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LAKE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REPAIRS & MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>AMENITY CENTER</u>													
AMENITY MANAGEMENT STAFFING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POOL ATTENDANTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
JANITORIAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POOL MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POOL CHEMICALS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POOL PERMITS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POOL - ELECTRIC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POOL - WATER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
WATER/SEWER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GAS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRASH	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PEST CONTROL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TERMITE BOND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INSURANCE - PROPERTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CABLE/INTERNET	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ACCESS CARDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ACTIVITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SECURITY/ALARMS/REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REPAIRS & MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
HOLIDAY DECORATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>OTHER</u>													
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL RESERVE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MAINTENANCE EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$3,970	\$9,150	\$5,250	\$0	\$0	\$0	\$0	\$18,370
TOTAL EXPENDITURES	\$14,505	\$19,962	\$11,690	\$16,269	\$5,386	\$20,493	\$21,802	\$9,371	\$0	\$0	\$0	\$0	\$119,478
EXCESS REVENUES (EXPENDITURES)	(\$14,505)	(\$2,087)	\$31,930	(\$2,545)	\$4,708	(\$11,261)	(\$12,176)	(\$511)	\$0	\$0	\$0	\$0	(\$6,448)

Canopy

COMMUNITY DEVELOPMENT DISTRICT

LONG TERM DEBT REPORT

SERIES 2018A-1, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	6.000%, 6.150%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% OF MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$82,146	
RESERVE FUND BALANCE	\$82,146	
BONDS OUTSTANDING - 11/08/18		\$2,225,000
LESS: PRINCIPAL PAYMENT - 05/01/20		(\$25,000)
CURRENT BONDS OUTSTANDING		\$2,200,000

SERIES 2018A-2, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	6.150%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	NOT SECURED - N/A	
RESERVE FUND REQUIREMENT	\$0	
RESERVE FUND BALANCE	\$0	
BONDS OUTSTANDING - 11/08/18		\$5,480,000
LESS: SPECIAL CALL - 05/01/19		(\$110,000)
LESS: SPECIAL CALL - 08/01/19		(\$305,000)
LESS: SPECIAL CALL - 11/01/19		(\$405,000)
LESS: SPECIAL CALL - 02/01/20		(\$60,000)
LESS: SPECIAL CALL - 05/01/20		(\$10,000)
CURRENT BONDS OUTSTANDING		\$4,590,000

SERIES 2018A-3, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	6.250%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% OF MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$104,688	
RESERVE FUND BALANCE	\$104,688	
BONDS OUTSTANDING - 11/08/18		\$2,735,000
CURRENT BONDS OUTSTANDING		\$2,735,000

SERIES 2018A-4, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	5.000%, 5.150%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% OF MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$32,714	
RESERVE FUND BALANCE	\$32,714	
BONDS OUTSTANDING - 11/08/18		\$965,000
LESS: PRINCIPAL PAYMENT - 05/01/20		(\$15,000)
CURRENT BONDS OUTSTANDING		\$950,000

Exhibit "A"
CANOPY
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2018 A1/2

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
4/5/19	1	Sandco, LLC	Pay Application # 1 - Canopy Unit 3 Phase 1 & 2	\$ 360,078.30
6/14/19	2	Ox Bottom Mortgage Holdings, LLC	Unit 1 Phase 6 Crestline Road, Fontana Road Improvement Reimbursement	\$ 995,631.07
TOTAL				\$ 1,355,709.37
Fiscal Year 2019				
12/1/18		Interest		\$ 3,084.22
12/1/18		Transfer from Reserve Fund		\$ 34.66
1/1/19		Interest		\$ 12,421.76
1/1/19		Transfer from Reserve Fund		\$ 139.54
2/1/19		Interest		\$ 13,927.37
2/1/19		Transfer from Reserve Fund		\$ 156.19
3/1/19		Interest		\$ 12,947.48
3/1/19		Transfer from Reserve Fund		\$ 144.94
4/1/19		Interest		\$ 14,360.76
4/1/19		Transfer from Reserve Fund		\$ 160.47
5/1/19		Interest		\$ 13,336.50
5/1/19		Transfer from Reserve Fund		\$ 155.29
5/14/19		Transfer from Cost of Issuance		\$ 21,146.93
6/1/19		Interest		\$ 13,737.71
6/1/19		Transfer from Reserve Fund		\$ 160.47
7/1/19		Interest		\$ 12,269.23
7/1/19		Transfer from Reserve Fund		\$ 155.29
8/1/19		Interest		\$ 11,603.76
8/1/19		Transfer from Reserve Fund		\$ 156.98
8/1/19		Transfer from Cost of Issuance		\$ 17.32
9/1/19		Interest		\$ 10,592.86
9/1/19		Transfer from Reserve Fund		\$ 143.02
TOTAL				\$ 140,852.75
Project (Construction) Fund at 11/8/18				\$ 7,309,992.26
Interest Earned thru 09/30/19				\$ 140,852.75
Requisitions Paid thru 09/30/19				\$ (1,355,709.37)
Remaining Project (Construction) Fund				\$ 6,095,135.64
Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2020				
11/25/19	3	Sandco, LLC	Pay Application 4 - Unit 3	\$ 303,885.90
11/25/19	4	Sandco, LLC	Pay Application 1 - Unit 4 & 5	\$ 165,285.00
1/23/20	5	Sandco, LLC	Pay Application 2 & 3 - Unit 4 & 5	\$ 640,325.70
1/23/20	6	Sandco, LLC	Pay Application 5 - Unit 3	\$ 1,350.00
3/19/20	7	Sandco, LLC	Pay Application 4 - Unit 4 & 5	\$ 146,610.00
3/19/20	8	Sandco, LLC	Pay Application 6 - Unit 3	\$ 8,352.00
4/7/20	9	Sandco, LLC	Pay Application 8 - Unit 3	\$ 125,054.80
4/7/20	10	Sandco, LLC	Pay Application 6 - Unit 4 & 5	\$ 125,302.50
5/6/20	11	Sandco, LLC	Pay Application 5 - Unit 4 & 5	\$ 54,000.00
5/6/20	12	Sandco, LLC	Pay Application 7 - Unit 3	\$ 4,959.00
5/21/20	13	Consolidated Pipe & Supply Company, Inc.	Construction Materials - Unit 4 & 5	\$ 825,293.44
TOTAL				\$ 2,400,418.34
Fiscal Year 2020				
10/1/19		Transfer from Reserve Fund		\$ 131.66
10/1/19		Interest		\$ 9,767.11
11/1/19		Transfer from Reserve Fund		\$ 125.02
11/1/19		Interest		\$ 9,290.87
12/1/19		Interest		\$ 7,668.90
12/1/19		Transfer from Reserve Fund		\$ 104.65
1/1/20		Interest		\$ 7,441.24
1/1/20		Transfer from Reserve Fund		\$ 108.14
2/1/20		Interest		\$ 7,186.26
2/1/20		Transfer from Reserve Fund		\$ 107.85
3/1/20		Interest		\$ 6,000.33
3/1/20		Transfer from Reserve Fund		\$ 98.08
4/1/20		Interest		\$ 2,429.03
4/1/20		Transfer from Reserve Fund		\$ 39.73
5/1/20		Interest		\$ 287.67
5/1/20		Transfer from Reserve Fund		\$ 5.05
TOTAL				\$ 50,791.59
Project (Construction) Fund at 09/30/19				\$ 6,095,135.64
Interest Earned thru 05/31/20				\$ 50,791.59
Requisitions Paid thru 05/31/20				\$ (2,400,418.34)
Remaining Project (Construction) Fund				\$ 3,745,508.89
Percentage Completed				18.55%

Exhibit "A"
CANOPY
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2018 A3 - General

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
11/8/18	1	Ox Bottom Mortgage Holdings, LLC	Reimbursement for construction costs paid by Developer	\$ 1,019,257.82
TOTAL				\$ 1,019,257.82
Fiscal Year 2019				
12/1/18		Transfer from Reserve Fund		\$ 44.17
1/1/19		Interest		\$ 0.07
1/1/19		Transfer from Reserve Fund		\$ 177.83
2/1/19		Interest		\$ 0.41
2/1/19		Transfer from Reserve Fund		\$ 199.05
3/1/19		Interest		\$ 0.71
3/1/19		Transfer from Reserve Fund		\$ 184.71
4/1/19		Interest		\$ 1.15
4/1/19		Transfer from Reserve Fund		\$ 204.50
5/1/19		Interest		\$ 1.52
5/1/19		Transfer from Reserve Fund		\$ 197.90
5/14/19		Transfer from Cost of Issuance		\$ 7,506.37
6/1/19		Interest		\$ 10.48
6/1/19		Transfer from Reserve Fund		\$ 204.50
7/1/19		Interest		\$ 16.47
7/1/19		Transfer from Reserve Fund		\$ 197.90
8/1/19		Interest		\$ 17.09
8/1/19		Transfer from Reserve Fund		\$ 200.05
8/1/19		Transfer from Cost of Issuance		\$ 6.15
9/1/19		Interest		\$ 15.96
9/1/19		Transfer from Reserve Fund		\$ 182.27
TOTAL				\$ 9,369.26
Project (Construction) Fund at 11/8/18				\$ 1,019,257.82
Interest Earned thru 09/30/19				\$ 9,369.26
Requisitions Paid thru 09/30/19				\$ (1,019,257.82)
Remaining Project (Construction) Fund				\$ 9,369.26
Fiscal Year 2020				
TOTAL				\$ -
Fiscal Year 2020				
10/1/19		Transfer from Reserve Fund		\$ 167.79
10/1/19		Interest		\$ 14.98
11/1/19		Transfer from Reserve Fund		\$ 159.33
11/1/19		Interest		\$ 14.53
12/1/19		Interest		\$ 12.37
12/1/19		Transfer from Reserve Fund		\$ 133.37
1/1/20		Interest		\$ 12.98
1/1/20		Transfer from Reserve Fund		\$ 137.81
2/1/20		Interest		\$ 13.15
2/1/20		Transfer from Reserve Fund		\$ 137.44
3/1/20		Interest		\$ 12.13
3/1/20		Transfer from Reserve Fund		\$ 125.00
4/1/20		Interest		\$ 4.97
4/1/20		Transfer from Reserve Fund		\$ 50.63
5/1/20		Interest		\$ 0.64
5/1/20		Transfer from Reserve Fund		\$ 6.44
TOTAL				\$ 1,003.56
Project (Construction) Fund at 09/30/19				\$ 9,369.26
Interest Earned thru 05/31/20				\$ 1,003.56
Requisitions Paid thru 05/31/20				\$ -
Remaining Project (Construction) Fund				\$ 10,372.82

Percentage Completed

100.00%

Exhibit "A"
CANOPY
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2018 A3 - Restricted

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
TOTAL				\$ -
Fiscal Year 2019				
12/1/18		Interest		\$ 632.88
1/1/19		Interest		\$ 2,548.92
2/1/19		Interest		\$ 2,857.81
3/1/19		Interest		\$ 2,656.69
4/1/19		Interest		\$ 2,946.62
5/1/19		Interest		\$ 2,857.44
6/1/19		Interest		\$ 2,958.28
7/1/19		Interest		\$ 2,868.06
8/1/19		Interest		\$ 2,905.11
9/1/19		Interest		\$ 2,651.93
TOTAL				\$ 25,883.74
Project (Construction) Fund at 11/8/18				\$ 1,500,000.00
Interest Earned thru 09/30/19				\$ 25,883.74
Requisitions Paid thru 09/30/19				\$ -
Remaining Project (Construction) Fund				\$ 1,525,883.74
Fiscal Year 2020				
10/31/19	1	Conn & Associates	Clubhouse Architectural Services	\$ 37,200.00
1/23/20	2	Sandco, LLC	Pay Application 2	\$ 168,773.81
1/23/20	3	Conn & Associates	Clubhouse Architectural Services	\$ 9,300.00
1/24/20	4	Sandco, LLC	Pay Application 1	\$ 299,755.14
5/5/20	5	Conn & Associates	Clubhouse Architectural Services	\$ 2,250.00
3/19/20	7	Sandco, LLC	Pay Application 3	\$ 175,786.82
5/6/20	8	Conn & Associates	Clubhouse Architectural Services	\$ 2,250.00
TOTAL				\$ 695,315.77
Fiscal Year 2020				
10/1/19		Interest		\$ 2,445.15
11/1/19		Interest		\$ 2,324.29
12/1/19		Interest		\$ 1,902.32
1/1/20		Interest		\$ 1,968.38
2/1/20		Interest		\$ 1,796.15
3/1/20		Interest		\$ 1,219.18
4/1/20		Interest		\$ 489.71
5/1/20		Interest		\$ 52.08
TOTAL				\$ 12,197.26
Project (Construction) Fund at 09/30/19				\$ 1,525,883.74
Interest Earned thru 05/31/20				\$ 12,197.26
Requisitions Paid thru 05/31/20				\$ (695,315.77)
Remaining Project (Construction) Fund				\$ 842,765.23
Percentage Completed				46.35%

Exhibit "A"
CANOPY
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2018 A4

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2019				
11/8/18	1	Ox Bottom Mortgage Holdings LLC	Reimbursement for construction costs paid by Developer	\$ 893,101.00
TOTAL				\$ 893,101.00
Fiscal Year 2019				
12/1/18		Interest		\$ 13.80
1/1/19		Interest		\$ 0.02
1/1/19		Transfer from Reserve Fund		\$ 55.57
2/1/19		Interest		\$ 0.13
2/1/19		Transfer from Reserve Fund		\$ 62.20
3/1/19		Interest		\$ 0.22
3/1/19		Transfer from Reserve Fund		\$ 57.72
4/1/19		Interest		\$ 0.36
4/1/19		Transfer from Reserve Fund		\$ 63.91
5/1/19		Interest		\$ 0.48
5/1/19		Transfer from Reserve Fund		\$ 61.84
5/14/19		Transfer from Cost of Issuance		\$ 2,648.52
6/1/19		Interest		\$ 3.62
6/1/19		Transfer from Reserve Fund		\$ 63.91
7/1/19		Interest		\$ 5.72
7/1/19		Transfer from Reserve Fund		\$ 61.84
8/1/19		Interest		\$ 5.92
8/1/19		Transfer from Reserve Fund		\$ 62.52
8/1/19		Transfer from Cost of Issuance		\$ 2.17
9/1/19		Interest		\$ 5.52
9/1/19		Transfer from Reserve Fund		\$ 56.96
TOTAL				\$ 3,232.95
Project (Construction) Fund at 11/8/18				\$ 893,101.79
Interest Earned thru 09/30/19				\$ 3,232.95
Requisitions Paid thru 09/30/19				\$ (893,101.00)
Remaining Project (Construction) Fund				\$ 3,233.74
Fiscal Year 2020				
TOTAL				\$ -
Fiscal Year 2020				
10/1/19		Transfer from Reserve Fund		\$ 52.43
10/1/19		Interest		\$ 5.17
11/1/19		Transfer from Reserve Fund		\$ 49.79
11/1/19		Interest		\$ 5.01
12/1/19		Interest		\$ 4.26
12/1/19		Transfer from Reserve Fund		\$ 41.68
1/1/20		Interest		\$ 4.46
1/1/20		Transfer from Reserve Fund		\$ 43.07
2/1/20		Interest		\$ 4.51
2/1/20		Transfer from Reserve Fund		\$ 42.95
3/1/20		Interest		\$ 4.16
3/1/20		Transfer from Reserve Fund		\$ 39.06
4/1/20		Interest		\$ 1.70
4/1/20		Transfer from Reserve Fund		\$ 15.82
5/1/20		Interest		\$ 0.22
5/1/20		Transfer from Reserve Fund		\$ 2.01
TOTAL				\$ 316.30
Project (Construction) Fund at 09/30/19				\$ 3,233.74
Interest Earned thru 05/31/20				\$ 316.30
Requisitions Paid thru 05/31/20				\$ -
Remaining Project (Construction) Fund				\$ 3,550.04
Percentage Completed				100.00%

**CANOPY
COMMUNITY DEVELOPMENT DISTRICT**

Special Assessment Receipts
Fiscal Year 2020

Gross Assessments	\$	50,568.00	\$	32,400.00	\$	70,550.00	\$	153,518.00
Net Assessments	\$	47,028.24	\$	30,132.00	\$	65,611.50	\$	142,771.74

ON ROLL ASSESSMENTS

							32.94%	21.11%	45.96%	100.00%
DATE	DESCRIPTION	GROSS AMT	COMMISSIONS	DISC/PENALTY	INTEREST	NET RECEIPTS	O&M Portion	2018A-1 DSF Portion	2018A-4 DSF Portion	Total
11/14/19	ACH	\$244.21	\$7.33	\$0.00	\$0.00	\$236.88	\$78.03	\$49.99	\$108.86	\$236.88
11/25/19	ACH	\$3,816.97	\$114.51	\$0.00	\$0.00	\$3,702.46	\$1,219.58	\$781.40	\$1,701.48	\$3,702.46
12/12/19	ACH	\$50,411.62	\$1,512.35	\$0.00	\$0.00	\$48,899.27	\$16,107.15	\$10,320.20	\$22,471.92	\$48,899.27
12/23/19	ACH	\$60,165.88	\$1,804.98	\$0.00	\$0.00	\$58,360.90	\$19,223.76	\$12,317.08	\$26,820.06	\$58,360.90
01/16/20	ACH	\$16,882.00	\$506.46	\$0.00	\$0.00	\$16,375.54	\$5,394.01	\$3,456.06	\$7,525.47	\$16,375.54
01/31/20	ACH	\$0.00	\$0.00	\$0.00	\$126.60	\$126.60	\$41.70	\$26.72	\$58.18	\$126.60
02/19/20	ACH	\$5,648.67	\$169.46	\$0.00	\$0.00	\$5,479.21	\$1,804.82	\$1,156.39	\$2,518.00	\$5,479.21
03/17/20	ACH	\$2,952.20	\$88.57	\$0.00	\$0.00	\$2,863.63	\$943.26	\$604.37	\$1,316.00	\$2,863.63
04/09/20	ACH	\$4,185.21	\$125.56	\$0.00	\$0.00	\$4,059.65	\$1,337.23	\$856.79	\$1,865.63	\$4,059.65
05/22/20	ACH	\$1,788.00	\$53.64	\$0.00	\$0.00	\$1,734.36	\$571.29	\$366.04	\$797.03	\$1,734.36
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL		\$146,094.76	\$4,382.86	\$0.00	\$126.60	\$141,838.50	\$46,720.83	\$29,935.04	\$65,182.63	\$141,838.50

100%	Gross Percent Collected
\$ 7,423.24	Balance Remaining to Collect

DIRECT BILL ASSESSMENTS

Ox Bottom Mortgage Holdings, LLC						
2020-01				Net Assessments	\$99,464.00	\$99,464.00
DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	GENERAL FUND	
11/6/19	10/1/19	10210	\$8,288.67	\$8,288.67	\$8,288.67	
11/6/19	11/1/19	10210	\$8,288.67	\$8,288.67	\$8,288.67	
12/3/19	12/1/19	10242	\$8,288.67	\$8,288.67	\$8,288.67	
1/7/20	1/1/20	10274	\$8,288.67	\$8,288.67	\$8,288.67	
2/7/20	2/1/20	10305	\$8,288.67	\$8,288.67	\$8,288.67	
3/10/20	3/1/20	10336	\$8,288.67	\$8,288.67	\$8,288.67	
4/21/20	4/1/20	10365	\$8,288.67	\$8,288.67	\$8,288.67	
5/13/20	5/1/20	10386	\$8,288.67	\$8,288.67	\$8,288.67	
	6/1/20		\$8,288.67			
	7/1/20		\$8,288.67			
	8/1/20		\$8,288.67			
	9/1/20		\$8,288.67			
				\$99,464.04	\$66,309.36	\$66,309.36

Ox Bottom Mortgage Holdings, LLC						
2020-02				Net Assessments	\$134,525.00	\$134,525.00
DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	DEBT SERVICE FUND 2018A-1	
4/15/20	4/1/20	Wire	\$67,262.50	\$67,262.50	\$67,262.50	
	9/30/20		\$67,262.50			
				\$134,525.00	\$67,262.50	\$67,262.50

Ox Bottom Mortgage Holdings, LLC						
2020-03				Net Assessments	\$274,518.69	\$274,518.69
DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	DEBT SERVICE FUND 2018A-2	
4/15/20	4/1/20	Wire	\$133,068.69	\$133,068.69	\$133,068.69	
	9/30/20		\$141,450.00			
				\$274,518.69	\$133,068.69	\$133,068.69

Ox Bottom Mortgage Holdings, LLC						
2020-04				Net Assessments	\$170,938.00	\$170,938.00
DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	DEBT SERVICE FUND 2018A-3	
4/15/20	4/1/20	Wire	\$85,469.00	\$85,469.00	\$85,469.00	
	9/30/20		\$85,469.00			
				\$170,938.00	\$85,469.00	\$85,469.00

ii.

Canopy
Community Development District

Summary of Operating Checks

May 24, 2020 to June 29, 2020

Bank	Date	Check No.'s	Amount	
General Fund	6/5/20	149	\$	3,804.90
	6/11/20	150-153	\$	15,389.60
			\$	19,194.50
			\$	19,194.50

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
6/05/20	00001	6/01/20 42	202006 310-51300-34000		*	2,916.67	
			MNGT FEES 06/2020				
		6/01/20 42	202006 310-51300-35100		*	208.33	
			INFORMATION TECHNOLOGY				
		6/01/20 42	202006 310-51300-31300		*	666.67	
			DISSEMINATIO AGENT JUN/20				
		6/01/20 42	202006 310-51300-51000		*	.03	
			OFFICE SUPPLIES				
		6/01/20 42	202006 310-51300-42000		*	13.20	
			POSTAGES				
GOVERNMENTAL MANAGEMENT SERVICES							3,804.90 000149
6/11/20	00014	3/20/20 5248	202003 320-53800-46700		*	3,970.00	
			WETLAND MNTC 03/2020				
		4/15/20 5328	202004 320-53800-46700		*	3,900.00	
			WETLAND MNTC 05/20				
FLORIDA ENVIRONMENTAL & LAND SERV							7,870.00 000150
6/11/20	00007	4/27/20 293935	202003 310-51300-31100		*	903.33	
			ENGINEERING 04/2020				
GREENMAN-PEDERSEN, INC							903.33 000151
6/11/20	00019	6/02/20 1346	202005 320-53800-46200		*	5,250.00	
			LAWN CARE 05/2020				
KEEP IT GRASS LLC							5,250.00 000152
6/11/20	00003	2/29/20 00031985	202002 310-51300-48000		*	83.09	
			NOT OF MEETING 0004047823				
		2/29/20 00031985	202002 310-51300-48000		*	412.22	
			REP PROP CONST				
		2/29/20 00031985	202002 310-51300-48000		*	278.66	
			REQ.ENG SERVICES				
		4/30/20 00032948	202004 310-51300-48000		*	405.86	
			NOT OF MEETING 04/20				
		5/31/20 00033403	202005 310-51300-48000		*	186.44	
			NOT OF MEETING 05/20				
TALLAHASSEE DEMOCRAT							1,366.27 000153
TOTAL FOR BANK A						19,194.50	
TOTAL FOR REGISTER						19,194.50	

iii.

Canopy

Community Development District

FY20 Funding Request #5

June 30, 2020

Payee	Capital Project FY2020	Welaunee FY2020
1 Greenman-Pedersen, Inc.		
Inv# 292270 - Engineering Services - February 1, 2020 to February 28, 2020	\$ 4,082.50	
Inv# 293936 - Welaunee Engineering Services - February 29, 2020 to March 27, 2020		\$ 17,002.50
Inv# 295267 - Welaunee Engineering Services - March 28, 2020 to April 24, 2020		\$ 500.00
Inv# 295320 - Western Basin Engineering Services - March 28, 2020 to April 24, 2020	\$ 1,500.00	
2 Hopping Green & Sams		
Inv# 114085 - Project Construction - March 2020	\$ 1,385.35	
Inv# 114639 - Project Construction - April 2020	\$ 1,794.32	
Inv# 115473 - Project Construction - May 2020	\$ 744.46	
	\$ 9,506.63	\$ 17,502.50
Total:		\$ 27,009.13

Please make check payable to:

Canopy Community Development District

9145 Narcoossee Road, Suite A 206

Orlando, FL 32827

GPI Greenman-Pedersen, Inc.

Engineering and Construction Services

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APR 09 2020

BY: _____

Canopy Community Development District
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

March 30, 2020
Project No: FLX-2017011.00
Invoice No: 292270

Project FLX-2017011.00 Canopy CDD Continuing Services
Professional Services from February 1, 2020 to February 28, 2020

CPF

Task 00100 General Services

Professional Personnel

		Hours	Rate	Amount
Brown, Colby	2/18/2020	8.00	177.50	1,420.00
Welaunee Seg 2 & 3 Quantities				
Stackhouse, Timothy	2/4/2020	5.00	177.50	887.50
Preparation, attendance, and coordination for CDD meeting.				
Stackhouse, Timothy	2/10/2020	3.00	177.50	532.50
CDD meeting with Attorney, meeting preparation, and review.				
Stackhouse, Timothy	2/11/2020	1.00	177.50	177.50
Drafted scope of services proposal for Welaunee Construction				
Stackhouse, Timothy	2/13/2020	2.00	177.50	355.00
RFP coordination, scope preparation				
Stackhouse, Timothy	2/26/2020	1.00	177.50	177.50
Pay Request Review				
Stackhouse, Timothy	2/28/2020	3.00	177.50	532.50
Site visit and review of CDD Pay requests				
Totals		23.00		4,082.50
Total Labor				4,082.50
Total this Task				\$4,082.50

Task 00200 Public Facilities Report 2019

Task Total

Total Fee	6,000.00		
Percent Complete	100.00	Total Earned	6,000.00
		Previous Fee Billing	6,000.00
		Current Fee Billing	0.00
		Total Fee	0.00
Total this Task			0.00

Task 00300 Crestline Sidewalk Reimbursement

Task Total

Total Fee	750.00		
Percent Complete	100.00	Total Earned	750.00
		Previous Fee Billing	750.00
		Current Fee Billing	0.00
		Total Fee	0.00

Project	FLX-2017011.00	Canopy CDD Continuing Services	Invoice	292270
Total this Task				0.00
Total this Invoice				\$4,082.50

GPI Greenman-Pedersen, Inc.

Engineering and Construction Services

Canopy Community Development District
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

April 27, 2020

Project No: FLX-2017011.04

Invoice No: 293936

Project FLX-2017011.04 Welaunee Blvd Segment 3A RFP

Professional Services from February 29, 2020 to March 27, 2020

Task 00001 Request for Proposal (RFP) Preparation

Task Total

Total Fee 17,002.50

Total Earned 17,002.50

Previous Fee Billing 0.00

Current Fee Billing 17,002.50

Total Fee 17,002.50

Total this Task \$17,002.50

Task 00002 Expenses

Total this Task 0.00

Total this Invoice \$17,002.50

Billings to Date

	Current	Prior	Total
Fee	17,002.50	0.00	17,002.50
Totals	17,002.50	0.00	17,002.50

GPI Greenman-Pedersen, Inc.

Engineering and Construction Services

Canopy Community Development District
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

May 20, 2020
Project No: FLX-2017011.04
Invoice No: 295267

Project FLX-2017011.04 Welaunee Blvd Segment 3A RFP

Professional Services from March 28, 2020 to April 24, 2020

Task 00001 Request for Proposal (RFP) Preparation

Task Total

Total Fee 18,000.00

Total Earned 17,502.50

Previous Fee Billing 17,002.50

Current Fee Billing 500.00

Total Fee 500.00

Total this Task \$500.00

Task 00002 Expenses

Total this Task 0.00

Total this Invoice \$500.00

Billings to Date

	Current	Prior	Total
Fee	500.00	17,002.50	17,502.50
Totals	500.00	17,002.50	17,502.50

Outstanding Invoices

Number	Date	Balance
293936	4/27/2020	17,002.50
Total		17,002.50

\$17,502.50

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JUN 04 2020

BY: _____

GPI Greenman-Pedersen, Inc.

Engineering and Construction Services

Canopy Community Development District
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

May 21, 2020

Project No: FLX-2017011.03

Invoice No: 295320

Project FLX-2017011.03 CDD Western Basin Quarterly Report

Professional Services from March 28, 2020 to April 24, 2020

Task 00001 2019 - 4th Quarter Report

Task Total

Total Fee 2,500.00

Percent Complete 100.00 Total Earned 2,500.00
Previous Fee Billing 2,500.00
Current Fee Billing 0.00

Total Fee 0.00

Total this Task 0.00

Task 00002 2020 - 1st Quarter Report

Task Total

Total Fee 1,500.00

Percent Complete 100.00 Total Earned 1,500.00
Previous Fee Billing 0.00
Current Fee Billing 1,500.00

Total Fee 1,500.00

Total this Task \$1,500.00

Task 00003 2020 - 2nd Quarter Report

Task Total

Total Fee 1,500.00

Percent Complete 0.00 Total Earned 0.00
Previous Fee Billing 0.00
Current Fee Billing 0.00

Total Fee 0.00

Total this Task 0.00

Task 00004 2020 - 3rd Quarter Report

Task Total

Total Fee 1,500.00

Percent Complete 0.00 Total Earned 0.00
Previous Fee Billing 0.00
Current Fee Billing 0.00

Total Fee 0.00

1590 Village Square Blvd, Tallahassee, FL 32309 Tel: (850) 668-5211 Fax: (850) 668-3106

www.gpinet.com

Project	FLX-2017011.03	CDD Western Basin Quarterly Report	Invoice	295320
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Total this Task 0.00

Total this Invoice \$1,500.00

Billings to Date

	Current	Prior	Total
Fee	1,500.00	2,500.00	4,000.00
Totals	1,500.00	2,500.00	4,000.00

Outstanding Invoices

Number	Date	Balance
290628	2/27/2020	2,500.00
Total		2,500.00

\$4,000.00

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

April 15, 2020

Canopy CDD
c/o Governmental Management Services, LLC
9145 Narcoossee Rd., Ste. A206
Orlando, FL 32827

Bill Number 114085
Billed through 03/31/2020

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APR 15 2020

Project Construction

CANCDD 00103 JLK

BY: _____

FOR PROFESSIONAL SERVICES RENDERED

03/09/20	JLK	Conference call with chairman regarding public records request and pre-bid attendance; conference call with architect on same; send documentation for same and respond to requests for information.	0.80 hrs
03/11/20	JLK	Review request from contractors for documentation and confer with architect on same; confer regarding bid opening and nonwaivable vs waivable deficiencies for bidders.	0.80 hrs
03/13/20	LMC	Prepare addendum to amenity center construction request for proposals.	0.70 hrs
03/19/20	JLK	Review addendum for amenity center and confer with architect on same.	0.20 hrs
03/21/20	JLK	Review amenity bid schedule and confer with architect and Gentry regarding virtual bid opening and review of bid documents.	0.50 hrs
03/23/20	JLK	Confer with architect regarding holding bid opening consistent with Florida law and in line with executive order.	0.30 hrs
03/25/20	JLK	Review bid received in response to amenity RFP; update aware documents for same; confer with district manager regarding dissemination of same.	0.90 hrs
03/30/20	LMG	Confer with Kilinski regarding amenity bid evaluation; review sufficiency regarding Baycrest bid.	1.20 hrs
Total fees for this matter			\$1,323.00

MATTER SUMMARY

Kilinski, Jennifer L.	3.50 hrs	265 /hr	\$927.50
Clavenna, Lydia M. - Paralegal	0.70 hrs	145 /hr	\$101.50
Gentry, Lauren M.	1.20 hrs	245 /hr	\$294.00

TOTAL FEES

\$1,323.00

INTEREST CHARGE ON PAST DUE BALANCE

\$62.35

TOTAL CHARGES FOR THIS MATTER**\$1,385.35****BILLING SUMMARY**

Kilinski, Jennifer L.	3.50 hrs	265 /hr	\$927.50
Clavenna, Lydia M. - Paralegal	0.70 hrs	145 /hr	\$101.50
Gentry, Lauren M.	1.20 hrs	245 /hr	\$294.00

TOTAL FEES**\$1,323.00****INTEREST CHARGE ON PAST DUE BALANCE****\$62.35****TOTAL CHARGES FOR THIS BILL****\$1,385.35****Please include the bill number with your payment.**

RECEIVED

MAY 18 2020

BY: _____

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

STATEMENT

May 13, 2020

Canopy CDD
c/o Governmental Management Services, LLC
9145 Narcoossee Rd., Ste. A206
Orlando, FL 32827

Bill Number 114639
Billed through 04/30/2020

Project Construction

CANCD 00103 JLK

FOR PROFESSIONAL SERVICES RENDERED

04/02/20	JLK	Review amenity award letter and transmit same; review updated contract with Baycrest information and transmit same; begin draft NTP.	0.80 hrs
04/02/20	LMG	Revise form of agreement, form of bonds, general conditions, and insurance exhibit to incorporate details from Baycrest bid.	0.70 hrs
04/03/20	JLK	Draft NTP and transmit to Conn for update regarding various scope and contract reduction options and confer with chairman on same.	0.50 hrs
04/03/20	LMG	Prepare final amenity center contract documents; transmit same to staff for signature.	0.90 hrs
04/03/20	KEM	Prepare AIA construction documents.	0.30 hrs
04/08/20	JLK	Review updated amenity center contract and request for electronic signature and transmit same; confer with Conn regarding award/NTP and timelines for same; confer regarding demand note agreement approvals and transmit information on same.	0.80 hrs
04/08/20	LMG	Analyze amenity center RFP security requirements; prepare demand note agreement regarding amenity center construction project.	0.80 hrs
04/09/20	JLK	Confer with chairman regarding scope of project; confer with engineer on same; update agreements and confer regarding NTP and options related to same; confer regarding demand note and amounts therefore.	0.80 hrs
04/10/20	JLK	Conference call regarding direct purchase of materials forms; transmit and review information on same; conference call with chair and architect regarding status of NTP for amenity center; review documents on same.	1.00 hrs

Total fees for this matter \$1,665.00

MATTER SUMMARY

Kilinski, Jennifer L.	3.90 hrs	265 /hr	\$1,033.50
Ibarra, Katherine E. - Paralegal	0.30 hrs	145 /hr	\$43.50

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Gentry, Lauren M.	2.40 hrs	245 /hr	\$588.00
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TOTAL FEES	\$1,665.00
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INTEREST CHARGE ON PAST DUE BALANCE	\$129.32
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TOTAL CHARGES FOR THIS MATTER	\$1,794.32
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BILLING SUMMARY

Kilinski, Jennifer L.	3.90 hrs	265 /hr	\$1,033.50
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Ibarra, Katherine E. - Paralegal	0.30 hrs	145 /hr	\$43.50
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Gentry, Lauren M.	2.40 hrs	245 /hr	\$588.00
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TOTAL FEES	\$1,665.00
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INTEREST CHARGE ON PAST DUE BALANCE	\$129.32
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TOTAL CHARGES FOR THIS BILL	\$1,794.32
------------------------------------	-------------------

Please include the bill number with your payment.

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

June 22, 2020

Canopy CDD
c/o Governmental Management Services, LLC
9145 Narcoossee Rd., Ste. A206
Orlando, FL 32827

Bill Number 115473
Billed through 05/31/2020

RECEIVED

JUN 22 2020

Project Construction

CANCDD 00103 JLK

BY: _____

FOR PROFESSIONAL SERVICES RENDERED

05/04/20	JLK	Review direct purchase questions and confer with engineer and contractor on same; confer with FGT regarding easements with contractors; review interlocal correspondence and confer with staff on same; confer with staff regarding updates to acquisition of improvements.	0.70 hrs
05/04/20	LMG	Analyze proposed changes to direct purchase order terms and conditions; provide response to contractor regarding same.	0.70 hrs
05/05/20	JLK	Review tax exempt questions and forms and confer with staff on same.	0.20 hrs
05/05/20	LMG	Review direct purchase request; advise district engineer on completion.	0.40 hrs
05/18/20	LMG	Advise Sandco regarding direct purchase procedures for invoicing.	0.40 hrs
Total fees for this matter			\$606.00

MATTER SUMMARY

Kilinski, Jennifer L.	0.90 hrs	265 /hr	\$238.50
Gentry, Lauren M.	1.50 hrs	245 /hr	\$367.50
TOTAL FEES			\$606.00
INTEREST CHARGE ON PAST DUE BALANCE			\$138.46
TOTAL CHARGES FOR THIS MATTER			\$744.46

BILLING SUMMARY

Kilinski, Jennifer L.	0.90 hrs	265 /hr	\$238.50
Gentry, Lauren M.	1.50 hrs	245 /hr	\$367.50
TOTAL FEES			\$606.00
INTEREST CHARGE ON PAST DUE BALANCE			\$138.46

=====

TOTAL CHARGES FOR THIS BILL

\$744.46

Please include the bill number with your payment.

RECEIVED

JUN 22 2020

BY: _____

iv.

RESOLUTION 2020-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CANOPY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Canopy Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Leon County, Florida; and

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CANOPY COMMUNITY DEVELOPMENT DISTRICT:

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Gregg Patterson	11/2022
2	John "Al" Russell	11/2022
3	David Brady	11/2020
4	Colleen Castille	11/2020
5	Tom Asbury	11/2020

This year, Seat 3, currently held by David Brady, Seat 4, currently held by Colleen Castille, and Seat 5, currently held by Tom Asbury are subject to election by landowners in November 2020. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the 3rd day of November, 2020, at _____ a/p.m., and located at _____.

While it is anticipated that the meeting and election will be held at the location above, in the event that the COVID-19 public health emergency prevents them from occurring in-person, they may be conducted remotely, via communications media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69, and 20-150 issued by Governor DeSantis, as such orders may be extended, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*. Information regarding participation in any remote

hearing may be found at the District's website, <https://canopycdd.com/>, or by contacting the District Manager at (407) 841-5524.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its **July 7, 2020** meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at **1509 Village Square Boulevard, Tallahassee, Florida 32309**, or at the office of the District Manager, **Governmental Management Services – Central Florida LLC**, located at **219 East Livingston Street, Orlando, Florida 32801**.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 7th DAY OF JULY, 2020.

**CANOPY COMMUNITY DEVELOPMENT
DISTRICT**

ATTEST:

CHAIRMAN / VICE CHAIRMAN

SECRETARY / ASST. SECRETARY

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE CANOPY COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Canopy Community Development District ("District") the location of which is generally described as comprising a parcel or parcels of land containing approximately 424.17 acres, generally located east of Fleischmann Road, south of Centerville Road, and north of Miccosukee Road in Leon County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) people to the District's Board of Supervisors ("Board", and individually, "Supervisor"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 3, 2020
TIME: _____
PLACE: _____

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Governmental Management Services – Central Florida LLC, 219 East Livingston Street, Orlando, Florida 32801 Ph: (407) 841-5524 ("District Manager's Office"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

While it is anticipated that the meetings will take place at the above location, due to the current COVID-19 public health emergency, it may be necessary to conduct the meetings remotely via video, telephone, or other communications media technology pursuant to Executive Orders 20-52 and 20-69, and 20-150 issued by Governor DeSantis, and any extensions thereof, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The District fully encourages public participation in a safe and efficient manner. To that end, any member of the public interested in listening to and participating in the meetings remotely may do so by dialing in telephonically at _____ and entering the conference identification number # _____. Information about how the meetings will be held and instructions for connecting and participating may be obtained by contacting the District Manager's Office at (407) 841-5524 or dmossing@gmstnn.com. Additionally, participants are strongly encouraged to submit questions and comments to the District Manager's Office in advance to facilitate consideration of such questions and comments during the meetings.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. Even if the meetings are held in person, there may be an occasion where one or more supervisors will participate by telephone or other communications media technology.

Any person requiring special accommodations to participate in these meetings or utilize any communications media technology utilized is asked to contact the District Manager's Office, at least 48 hours before the hearing. 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), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at

the meeting is advised that such 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.

Darrin Mossing
District Manager

Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
CANOPY COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Tuesday, November 3, 2020**

TIME: _____ .M.

LOCATION: _____

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

While it is anticipated that the meeting will take place at the above location, due to the current COVID-19 public health emergency, it may be necessary to conduct the meeting remotely via video, telephone, or other communications media technology pursuant to Executive Orders 20-52 and 20-69, and 20-150 issued by Governor DeSantis, and any extensions thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*. The District fully encourages public participation in a safe and efficient manner. To that end, any member of the public interested in listening to and participating in the meeting remotely may do so by dialing in telephonically at _____ and entering the conference identification number # _____. Information about how the meeting will be held and instructions for connecting and participating may be obtained by contacting the District Manager's Office at (407) 841-5524 or dmossing@gmstnn.com. Additionally, participants are strongly encouraged to submit questions and comments to the District Manager's Office in advance to facilitate consideration of such questions and comments during the meeting.

A landowner may vote in person at the landowners' meeting (or remotely if communications media technology is utilized), or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a

position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**CANOPY COMMUNITY DEVELOPMENT DISTRICT
LEON COUNTY, FLORIDA
LANDOWNERS' MEETING – Tuesday, November 3, 2020**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Canopy Community Development District to be held at _____, or via communications media technology, on November 3, 2020, at _____ a/p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes:

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2020), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
CANOPY COMMUNITY DEVELOPMENT DISTRICT
LEON COUNTY, FLORIDA
LANDOWNERS' MEETING - NOVEMBER 3, 2020

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Canopy Community Development District and described as follows:

Description

Acreage

_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
3		
4		
5		

Date: _____

Signed: _____

Printed Name: _____