

Minutes of Meeting
Canopy
Community Development District

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Tuesday, December 14, 2022 at 11:00 a.m. at the Dorothy b. Oven Park, 3205 Thomasville Road, Tallahassee, Florida.

Present and constituting a quorum were:

Tom Asbury	Chairman
Jason Ghazvini	Vice Chairman
John "Al" Russell	Supervisor
Colleen Castille	Supervisor
David Brady	Supervisor

Also present were:

Jim Oliver	District Manager by telephone
Roy Van Wyk	District Counsel
Daniel Laughlin	GMS
Laura Kalinoski	Event Coordinator

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 11:00 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Mr. Laughlin being a notary public of the State of Florida administered the oath of office to Mr. Brady, Mr. Ghazvini and Mr. Russell.

Mr. Van Wyk stated as a public board we have to conduct all public business in the open, we are subject to the open meetings requirement as well as the public records law and the sunshine law. Keep your communications between board members to items that are not coming before the

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board and also any records you create be sure you keep them as public records. You will be filling out the form 1, which is required to be filed within 30 days.

B. Consideration of Resolution 2023-01 Canvassing and Certifying the Results of the Landowners’ Election

On MOTION by Ms. Castille seconded by Mr. Asbury with all in favor Resolution 2023-01 was approved.

C. Election of Officers, Resolution 2023-02

Mr. Laughlin stated next is election of officers. Currently we have Mr. Asbury as the chair, no vice chair. The remaining supervisors will be assistant secretaries, and from my office James Oliver is secretary and treasurer and myself, Howard McGaffney, Marilee Giles and Darrin Mossing are assistant treasurers and assistant secretaries for document signing purposes.

Mr. Asbury stated I recommend we make Jason vice chair.

On MOTION by Ms. Castille seconded by Mr. Ghazvini with all in favor Resolution 2023-02 was approved reflecting the following: Tom Asbury chairman, Jason Ghazvini vice chair, Al Russell, Colleen Castille, David Brady, Daniel Laughlin, Howard McGaffney, Marilee Giles and Darrin Mossing assistant secretaries, James Oliver secretary and treasurer and Daniel Laughlin, Howard McGaffney, Marilee Giles and Darrin Mossing assistant treasurers.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 10, 2022 Meeting

On MOTION by Ms. Castille seconded by Mr. Brady with all in favor the minutes of the August 10, 2022 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Acceptance of Minutes of the November 15, 2022 Landowners’ Meeting

On MOTION by Mr. Russell seconded by Mr. Brady with all in favor the minutes of the November 15, 2022 landowners’ meeting were accepted.

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SIXTH ORDER OF BUSINESS**Ratification of Change Order No. 3 and No. 4
for Welaunee Boulevard – Segment 3B**

Mr. Oliver stated these were reviewed by the contractor, the developer as well as the engineer and me. Change order no. 3 is an increase in the number of days of the contract and change order no. 4 is an increase in the cost of \$52,359. That was reviewed by Keith Dantin and I signed it and it was also signed by Sandco.

On MOTION by Mr. Asbury seconded by Ms. Castille with all in favor change orders 3 & 4 for Welaunee Boulevard Segment 3B were ratified.

SEVENTH ORDER OF BUSINESS**Ratification of Requisitions 6 & 7**

Mr. Laughlin stated requisition no. 6 totals \$190,582.48 and requisition no. 7 totals \$309,557.16.

Mr. Oliver stated these are pay applications submitted by Sandco, reviewed by Keith Dantin and once approved he sent them to me and I executed them and we processed them for payment and we are seeking ratification.

On MOTION by Mr. Asbury seconded by Mr. Ghazvini with all in favor requisitions 6 & 7 were ratified.

EIGHTH ORDER OF BUSINESS**Discussion of Social Event Calendar**

Mr. Oliver stated all districts welcome the input from residents on what types of special events that they have. What is also true of all of our districts is we try to have those funneled through the event coordinator because that person can see overall the impact on the amenity center, the budget, and the schedule so there are no conflicting dates and to also coordinate with the rest of the staff to make sure we are doing things legal and make sure all the liability insurance considerations are taken care of and we not discriminating in any way.

What you have in your agenda packet today are suggested events that were provided to us by the group within the community and the leader of that group is Rhonda Alston and I believe she may be in the audience. We appreciate her providing this. I have had a discussion both with the chairman and the event coordinator and they told me although being in the same direction,

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these need to come through Laura so Laura can make recommendations to the board and staff, which event to move forward with and how they are going to be funded. It is clear we need a funding source. Another thing I want to make sure that we do is as we plan events we want to get the biggest bang for the buck. We also don't want to disrupt those residents that use the amenity center on an ongoing casual use. The more events we have we want to make sure we are not blocking people going to the pool or fitness room. Those are the types of considerations we do want to make sure staff is involved in planning and the board is aware of everything. That is a summary of what you see in the agenda packet. The last couple of documents were requests for purchasing products for the amenity center. We try to be very careful of what decorations we put up in the amenity center. At the end of the day the CDD is a unit of government and we do have to make sure that we are very careful with any decorations so that we don't appear to be promoting any religion over another. In other districts we have established policies before we put any type of decorations up that could lead some to think that they are promoting a particular religion. Roy can speak to that if we have any questions about it. I think we probably missed the boat on this particular holiday season anyway.

Ms. Castille asked what is the process for events? How are we doing this? Technology wise? I see all these events here. How do people request these events?

Mr. Asbury stated these are suggestions. The process is they need to go through Laura, the event coordinator so we make sure we know what is going on and we don't have things that are competing against each other and that is what she is here for. These events need to go to her and she needs to look at it and possibly get with the group and talk about it.

Ms. Alston stated the residents of Canopy, the community, after some discussion decided to form a social event committee. I'm on that committee along with Monique Owens and Sydney Berta, neither of whom were able to be here today. We sat down numerous times, went through a lot of discussion of different things to do, made sure we were addressing every demographic of the community from singles to parents to young kids, to empty nesters to retirees. We came up with a calendar of events that would be scheduled monthly. We have conducted two events that were extremely successful. We did a food drive for Second Harvest and a toy drive. We are residents volunteering our time, but we know what the community wants. I agree wholeheartedly with coordinating with Laura and we have invited her to coordinate with our committee to make sure there are no conflicts on dates, but we don't need Laura to promote what we are doing. We

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are promoting it ourselves and obviously are two for two. As far as what you are saying that everything has to go through Laura, Laura works for Premier. That is totally independent from what we are doing as the social event committee, volunteering and getting things done. Nobody is asking them not to do what they are doing, but by the same token we are asking you to not keep us from doing what we want to do in our community where we live and a facility that we pay for. There is a line item in the budget for activities for the amenity center. One of the things we were not allowed to do this year, we had planned a Winterfest where we were going to have a Santa and Menorah and Kinara with some kind of a backdrop and invite families and they can take pictures with the kids and we were told we couldn't do it because of the separation of church and state. Pretty much every city in the State of Florida has Christmas trees and Menorah. I don't understand why we can't do that, the CDD is a government agency but so is every city.

Mr. Van Wyk stated some cities do have full out Christmas displays that are inclusive of nativity scenes and menorahs and whatever other religions that people may celebrate, but if you are going to do that it has to be completely inclusive. The park has everything, we can't have just a menorah, we have to do everything. A Christmas tree and a Santa are not religious, although people combine it in their minds but the courts have ruled a Christmas tree and Santa are not religious. The menorah is, the nativity scene is, the cross and those things. We are trying to stay away from opening that door where we have to provide something for everybody even those that some may find offensive. We want to keep it to a holiday theme, which would be the tree or something like that.

Mr. Asbury stated I think it is fine for the community to come up with ideas of what they want, but Laura does not necessarily work for the CDD, but Premier pays her to help manage the CDD events. We do that so we have some idea of what is going on. I like your enthusiasm here, I think this is good, but it needs to go through Laura, not to necessarily say you can't do it but so that we know when it is being done.

Mr. Ghazvini stated we don't want to control the homeowners, we want transparency for the homeowners, meaning there is a schedule, this is what we have agreed to as a calendar so everybody knows on Saturday this is happening and when somebody calls Laura or Premier we are all on the same page.

Ms. Kalinoski stated we also don't want conflicting events; you don't want two Winterfests. I have a meeting with some of these gentlemen and at Premier we have a huge

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meeting next week where I have an entire full calendar of events as if we were at build out of what we can do and the end game is a major event every single month, which includes Winterfest or something. We didn't hold one because we were at 28%. As an employee of Premier, they give us a budget to hold these events. In the middle of the year we were only at 15% and came up with the events we were going to do. It is not a full calendar, but understand I am going with the budget and meeting with Premier. I will have a full calendar next week, but Winterfest is one of the big ones I would like to get in because I think that is an annual event, but when that kicks in we are at 28% buildout right now, so you have to think about the funds and what is available. Winterfest is one of the big ones I want to add for this coming year, but we don't want two Winterfests. If you want two Winterfests that is up to you and I'm not here to say what we can and can't do but we don't want overlays.

Ms. Alston stated wholeheartedly we want to coordinate calendars so that we don't have conflicts.

Mr. Asbury stated we can coordinate. I don't want to discourage. I like the idea of homeowners being involved in their community. Laura is not here to not allow you to do those things, but it is important to coordinate it and that she is the point of the coordination; that is what we are after. I think you will see once we do this, the next year we get our feet under us we will be able to do more.

Ms. Alston stated I understand that we have already been approved to have our adult wine night and the first one would be January 7th. Can we go forward with that?

Mr. Laughlin stated there are insurance requirements.

Ms. Alston stated I don't understand. Anybody who is coming to any of these events are residents of Canopy, they have a right to be in that center any time that they want.

Mr. Laughlin stated there are still rules and policies that have to be followed. Typically, no alcohol is one of those policies.

Ms. Kalinoski stated the event I had this fall had a licensed bartender. All of our staff comes under their insurance and liability.

Ms. Alston stated they are bringing their own.

Mr. Laughlin stated there is still insurance. There is a difference of when it is sold it is one thing and when it is given it is another but there is still an insurance requirement.

Mr. Asbury asked what about BYOB?

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Mr. Wyk stated there are still requirements because of our insurance carrier, we have to tell them we are not having alcohol on the premise unless it is served by a licensed bartender.

Mr. Laughlin stated same with any events. Any people who come have to be insured, \$1 million insurance and the district has to be named as a co-insured on that.

Ms. Alston stated even if we bring our own.

Mr. Laughlin stated yes.

Mr. Asbury stated we can talk to the insurance company and see what we are up against and figure out how we can do that. I want to make sure that we are not exposing all the people to something we don't know about.

Ms. Alston stated there is a list that Jim asked me to put together and that was supposed to be forwarded to all the board members. The committee after spending a lot of time doing a lot of research submitted a reservation rental policy for the amenity center to the board. In July there was more discussion and since nothing was done. If we had a policy in place that problem would never happen, we would be registering to reserve and people would have that calendar with all the events listed.

Ms. Kalinoski stated we have that in place already, you can reserve the small pavilion, which was approved by the CDD and we are looking to add that.

Ms. Alston stated if there is a plan in place nobody even knows about it.

Ms. Kalinoski stated I disagree because we have rented the pavilion earlier in the fall. I haven't had any other requests for that but that will also go out in an e-newsletter shortly. We want to rent the pavilion by the playground and now we have the meeting center divided add them both and that will be out in a newsletter by the beginning of the year. Both of those are out and I have had requests to rent that space; those will be the only two spaces available for rent.

Ms. Alston asked when will that policy be available to everyone?

Mr. Asbury stated the policy for the pavilion is on the website but for the interior it is not because we just completed that and I hope that by January that will be posted there.

Mr. Laughlin stated you have that meeting next week and you can get together after that and I think that is a good place to move forward.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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Mr. Van Wyk stated Jennifer did tell me the boulevard is almost complete. We will bring some policies back to the next meeting to add that room in the amenity.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register Summary and Requisition Summary

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

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Alston stated for many months we have brought issues to Premier and the board, some have been addressed and some have not and the list has gotten very long. Jim asked that I prioritize and bring it down to 10 or 12 items to cover today.

We have talked about the social event calendar and we wanted you to know why it is important to us as a community to have events. The amenity center reservation rental policy: no one knows a policy is in place. The lack of communication causes a lot of dissent.

Ms. Castille asked who are we expecting to communicate back with the residents?

Ms. Alston stated just put it on the Facebook page. 90% of our residents check the Facebook page and if Laura is the one who knows about this, she can call me anytime and say we posted the policy to the website and I will send out a mass email to everyone in our residents' directory and when we have an event I put it on the Facebook page.

Mr. Asbury stated it would be Laura and we will make sure there is a process in place.

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Ms. Alston asked is there a job description for the part time amenity manger approved in the 2023 budget? Are you interviewing for it? Has it been filled? What is the status?

Mr. Asbury stated we had said we are not in a position right now to hire a fulltime manager. We don't have enough people there, when we reach about 75% we should have enough money to do that. We are looking to get someone for the weekends, Friday, Saturday, Sunday to manage the pool, not a manager, but someone who will be there to manage the facility to a certain extent.

Ms. Alston stated there are football games coming up and we want to be able to go to the pavilion, have two TVs working independent of each other, have the firepit working.

Mr. Asbury stated there is a new firepit there now. We have somebody going out to get the remotes and we will put numbers on the remotes and on the TVs.

Mr. Ghazvini stated we should have the labeling done by next week.

Ms. Alston stated because of all the construction the furniture at the -pavilion is filthy and needs to be cleaned weekly. When the construction is done and there is not a lot of dust you can reevaluate how often it needs to be cleaned.

Mr. Asbury stated we will get a price from the cleaning crew to do that.

Ms. Alston stated the mailbox areas have no lighting.

Mr. Asbury stated there is no power available in that area. We are looking at solar lighting.

Ms. Alston stated you promised us privacy film between the gym and the meeting room.

Mr. Ghazvini stated you wanted the windows taken out and I suggested privacy film. If you cover the windows you are going to darken the space and it will affect the look of it. I think we need to see more use of the clubhouse and we can get more feedback. If that is a consistent ask if the homeowners then I don't have a problem with that consideration.

Ms. Alston stated unit 5 has been asking for a no solicitation sign.

Mr. Ghazvini stated I remember when you asked for that and we put in the Fleischman Connector and at the Welaunee Boulevard at the entrance. I'm all for continuing that mindset of entry points to the neighborhood but right now we don't have another entry point. We will eventually but to put those throughout the neighborhood where there is not an entry point, from my perspective I can't agree with that.

Ms. Alston stated the CDD approved the no solicitation sign that is on the Neighborhood Watch sign on Crestline by the mailboxes, the same at the roundabout on one of the signs that has the arrows.

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Mr. Ghazvini stated if they are not visible, lets raise them up.

Mr. Asbury stated we will make sure they are more visible.

Ms. Alston stated we need a thumb bolt on the door for the meeting room so when there are private parties they don't have people walking in.

Mr. Asbury stated the problem with that is there is a code for access and that sort of thing. We can't do that. We can put a sign on the door.

Ms. Alston stated we are getting a lot of requests for lighting at the tennis and pickleball courts.

Mr. Asbury stated we are going to look into what it costs to light that and what would be involved in having it lighted. Originally, we didn't want to do it because we have people living by there and didn't necessarily want to have tennis balls going back and forth at 10 p.m. It is something we said we would consider and we will price it.

Ms. Alston asked can we get an update on this at the next meeting?

Mr. Asbury stated it depends on if we can get someone out there.

Mr. Ghazvini stated I don't know what the lead time is for that. I would have to call someone and have them let us know what our options are, pricing and I don't know if I can get that by the next meeting.

Ms. Pickard asked will you give me the name of the pond behind my house?

Mr. Ghazvini stated when you look at the permit it is labeled as a sump pond.

Ms. Pickard stated last year at this time Premier had a contract to get the cattails taken care of. They are not. They have treated them and we have dead cattails all around and it is a mess. Do you have an ongoing contract?

Mr. Ghazvini stated as part of their contract they do go out and follow-up to see if the treatment is working.

Ms. Pickard stated they are growing again and something needs to be done about the cattails.

Mr. Ghazvini stated there are cattails all over town. You can remove them, but there is nobody who will tell you that they are not going to come back.

Ms. Pickard stated they will come back but treatment every spring will control them. They are out of control right now.

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Mr. Ghazvini stated we will continue to work with Florida Environmental Land Services to treat the cattails. It is in their contract to follow-up; it is just not a fast process. They have to treat them over time and over time they eradicate more and more.

Ms. Pickard asked what about the scum on that pond? There is no circulation.

Ms. Castille stated as a former Environmental of Protection secretary, I'm also on the county's water resources board and we deal with stormwater ponds and all the water bodies. The scum is created by excess nutrients, nitrogen, sometimes phosphorus depending on the water body. Those two chemicals sometimes come from the sky sometimes they come from runoff and that is what grows the cattails. The cattails uptake the nutrients so that you don't have a poisonous pond and then if you get rid of all the cattails you are going to have a bad problem with scum. You have to have some way for plants to uptake the nutrients so that you have less scum. It doesn't take all of it because we just have excess nutrients going into the stormwater ponds because that is what they are meant to do; they are meant to clean water before it gets into our natural water bodies. It is going to have some of that in there because that is the natural process for a stormwater pond. It is not supposed to be a beautiful water body, it is supposed to be a functioning body that uptakes nutrients so it stays out of our natural water bodies.

Ms. Pickard asked does the city intend to take over that pond when it gets corrected?

Mr. Asbury responded not that pond.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – 01/12/23 at 11:00 a.m. at the Dorothy B. Oven Park

Mr. Laughlin stated the next meeting will be held January 12, 2023 at 11:00 a.m.

On MOTION by Mr. Asbury seconded by Mr. Brady with all in favor the meeting adjourned at 12:08 p.m.

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
[Signature]
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Chairman/Vice Chairman