

Minutes of Meeting
Canopy
Community Development District

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Thursday, June 13, 2024 at 2:00 p.m. at the Canopy Amenity Center, 2877 Crestline 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
Roy Van Wyk	District Counsel
Mary Grace Henley	District Counsel by telephone
Corbin deNagy	GMS
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 2:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Alston stated trash is overflowing the dumpster that hasn’t been emptied in weeks. It needs an enclosure and a locking mechanism on the dumpster itself.

Mr. Ghazvini stated a few days after we received the picture, Premier sent a crew to clean it up. The reason it hadn’t been dumped is the crew on the City of Tallahassee truck won’t get out of the truck and clean in front of the dumpster. Regarding a locking mechanism, I will ask the city if that is something we can put on. Regarding redesign of where that is, the City of Tallahassee and Waste Management opines on where that goes when the site is designed.

A resident stated for consideration, the idea of user initiated flashing pedestrian signs at the traffic circles. The idea of possibly releasing to the residents an architectural design plan for

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the neighborhood center as we are getting closer to development. At the amenity center we have pickleball, swimming, fitness center but we don't have an AED in the facility.

Mr. Oliver stated we were connected with a very good vendor with regard to an AED machine. We had a great conversation, we are going to be back in contact this week and get this taken care of.

Mr. Ghazvini stated on the flashing lights I can ask the city when I reach out about the dumpster. In regard to Town Center I'm still trying to get a permit for Dempsey Mayo that frames the top side of the Town Center. Once that permit is acquired I think it will be the timing of when we start that work. The Town Center is a little more than 15 acres. We need an anchor to make the other businesses viable. That anchor tenant will help decide how that site gets designed. major thoroughfares because it is inside a residential community.

Mr. Sheppard stated we have a beautiful lake but it is trashed out, we have run away booms all over the place and needs to be cleaned up. Some are on the side that have been pulled out and you need a boat to get others.

Mr. Ghazvini stated we have had guys out there this week removing some but there is a large group of them and they are trying to get the original installer to clarify because they can't get it free from the anchor of what is holding it out in the water. I will follow-up on that.

A resident stated you had someone out there replacing an old boom with a new one and they did brace it to the land but they left the old one in my backyard and it has been there for a month. It is an eyesore and needs to be removed.

A resident asked has an environmental impact been done on the proposed gas station.

Mr. Ghazvini stated from a growth management standpoint the City of Tallahassee is not an easy permitting process especially when it comes to gas stations. They also have to go through DEP process and Northwest Florida Water Management District; there are multiple layers of an inspection process. We are not, ourselves, permitting it, it is a third party doing it. If you call the city building department and tell them you want to do a records request for the said permit, they will be able to pull it up for you.

Ms. Castille stated gas stations are required to have double lined walls for their underground gas tanks. There are very high standards for that.

A resident stated there is a groundswell of this community against the Circle K. Many of us are new homeowners working with representatives from Premier. When we asked what was

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going to be built in the Town Center we were told possibly a farm store, possibly a church, never was a gas station mentioned. There are a lot of concerns about non-disclosure. An eyesore of a gas station in the middle of the community is a problem.

Mr. Oliver stated the CDD has absolutely no input over zoning matters.

Mr. Ghazvini stated I'm happy to stay after the CDD meeting and talk about it. The Town Center has been in place for a long period of time, public meetings and public record in place before a lot of people purchased in Canopy. The goal of the Town Center is to be a place where services are provided for homeowners.

A resident stated there was so much construction trash last week, they are not picking up after themselves.

Mr. Ghazvini stated when things like this happen can you send Jim or Sue an email and let them know there is trash in a certain area and they will get it picked up. I have crews that do site clean up every day.

A resident asked when will some of our streets be paved?

Mr. Ghazvini stated they have marked some of the curb throughout the neighborhood, next week the subcontractor will be onsite, they will set up a game plan and we will send out a notice and the week after next they will start on the north side of Unit 5. When the curb is repaired and inspected then they will do the final lift of asphalt.

A resident asked can something be done about construction truck parking on the sidewalks?

Mr. Ghazvini ask would it help if I made them park on the side of the road with the construction? We can send out a reminder.

A resident asked how can the amenity center guidelines be changed?

Mr. Oliver stated typically through resident input, if an issue is brought up, suggestions are made, we look at policies at other CDDs and bring suggested changes to the board. Some happen more quickly than others. Is there a particular change you are concerned about?

A resident stated there seems to be a general dislike of the number of guests you can have.

Mr. Oliver stated we tackled this about a year ago and is something we may need to bring back to another meeting because boards change, residents change and policies can be revised. The intent of the board is to make sure the facilities are available to the residents rather than guests. The board can look at that again. It is not on the agenda today and we are not prepared to bring any data to them.

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A resident asked if a trashcan could be placed near the cluster mailboxes.

Mr. Ghazvini stated he could provide a trashcan but didn't know who would change out the trash bags. Perhaps this is something the CDD could look into.

A resident stated people do not clean up after their dogs.

Mr. Oliver stated we will send out a reminder.

A resident asked is there a plan to light the pickleball and tennis courts? Someone kicks a soccer ball onto the nets. There should be signage on the community center about the hours it is open.

Mr. Ghazvini stated the windscreens have been ordered to be replaced. We can look at the cost of lighting and consider that at a future meeting. The reason we have not done it to date is the proximity of the homes to the clubhouse and those lights being on in the evening.

A resident stated along with picking up after your dog, it should also be noted that it is a law that dogs must be on a leash.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 11, 2024 Meeting

On MOTION by Mr. Brady seconded by Ms. Castille with all in favor the minutes of the April 11, 2024 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing Date to Adopt (August 15, 2024)

Mr. Oliver stated Resolution 2024-02 approves the proposed fiscal year 2025 budget and sets the public hearing date for August 15, 2024. At this meeting we will set the high water mark and if there is to be an assessment increase we would send mailed notice to all the property owners so that they could know about the budget hearing and what the proposed assessments are going to be. The major funding source of the budget is from assessments collected from the property owners. The developer contribution is the difference between what we collect in assessments and the actual budget. There is a shortfall between those and the developer makes up the difference with a developer contribution. At some point everything will be covered by assessments and developer contributions will go away. There are three sections in the expenditures, administrative,

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maintenance and amenity center. The administrative budget goes up about \$5,000, maintenance section goes up about \$50,000, and the biggest increase is landscape maintenance that goes from \$140,000 to \$185,000 and the amenity center budget stays stable at \$219,000 going to \$223,000. The total expenditures once we put in capital reserves at \$40,000 it grows from \$645,000 to \$704,000; that is an increase in expenditures of about 9%. The last page is the assessment table and for the sake of this discussion let's focus on the top section. The assessments for O&M for FY 2025 for single family homes \$878, for a comparison the current assessment for a single-family home is \$821, an increase of about 7%. That is not written in stone and for perspective, we have seen double digit increase this year in a lot of districts; it depends on what the board wants to do, what the community wants and how they have reacted to inflation over at least the last two years when we have had high inflation numbers. Budgets of the CDD are subject to the same forces that our business and household budgets are subject to. The impact would be raising that assessment from \$821 to \$878 would be an increase of about \$57 per year or \$4.75 monthly.

The board discussed the following: supervisors fees, developer contribution increase, analysis of assessments at buildout, incremental increases compared to larger increases, amenity center expenses, attendant still being covered by the developer.

Residents brought up the following topics: there is no input from the residents in the budget, discuss budget by line items with the residents, coordinate budget workshop in July, discretionary funds, full time position at amenity center, more hours at pool in summer, make attendant identifiable, communication with residents via email.

Mr. Oliver stated the date I suggest the public hearing be held August 22, 2024, the third Thursday. Corbin and I have two meetings scheduled for the 15th.

On MOTION by Ms. Castille seconded by Mr. Ghazvini with all in favor Resolution 2024-02 approving option 1 of the fiscal year 2025 budget and setting the public hearing for August 22, 2024 at 6:00 p.m. was approved as amended.

FIFTH ORDER OF BUSINESS

Discussion Regarding Swim Lessons

Mr. Oliver stated swim lessons are being conducted at the pool and that happens at a lot of CDDs, we just want to bring it to the board to see if you have specific guidelines. Typically, when swim lessons occur, they are restricted to lessons for residents. I have other districts that allow

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non-residents. We don't want to set up a business, but at the same time we know it is important for the children in the neighborhood to have an opportunity to learn how to swim. We will get more details and bring it to the next meeting.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated I want to remind the board the form 1 if you haven't done that yet. Tomorrow before noon is the last day to qualify for the election. We are working on the acquisition package, making sure we have all the real property, making sure all the conveyances of the improvements have been completed.

We have a form of license agreement we use for swim lessons and we require a certificate of insurance.

B. Engineer

There being none, the next item followed.

C. Manager

i. Approval of Check Register Summary

On MOTION by Mr. Ghazvini seconded by Mr. Asbury with all in favor the check run was 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 the Number of Registered Voters (414)

A copy of the letter from the supervisor of elections indicating that there are 414 registered voters residing in the district was included in the agenda package.

iv. Designation of Landowners Election Date

Mr. Oliver stated there are three seats to be filled this year, two by general election and one by landowner election. In a landowner election for each lot that you own and for each acre of land

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you own, you get one vote. If there are two or three voters that live in one house, one vote is allocated to that property. If you own multiple lots or properties you get a vote for each one. If there is undeveloped or developed acreage that is owned by another landowner, they can exercise those votes. I never know how that is going to come out because oftentimes the lands still to be developed is greater than the number of developed lots. The board doesn't need to come to it, I just need people who are landowners or a landowner can send someone with their proxy. It won't be a board meeting; it will just be an election.

On MOTION by Mr. Asbury seconded by Mr. Ghazvini with all in favor the landowners meeting and election was scheduled to be held November 14, 2024 at 2:00 p.m. at the same location.
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SEVENTH ORDER OF BUSINESS**Other Business**

A resident stated there needs to be an emergency number posted at the amenity center in the event of an emergency.

Mr. Ghazvini stated there was talk about us putting up a combo lock with a fob so emergency services can be contacted. When there was an issue, I sent one of my guys here to get everyone out. Maybe we can work towards someone being available, but I don't know that someone would be available all the time. We need a lock box in place with a key fob to give EMS access when they need it. I will get the lock box and get it put up.

Mr. Van Wyk stated we can enforce no trespassing just like anybody else. We would do a resolution authorizing a person to work with the police to trespass a person. We would put names in there of who can do that. The land around the pond is owned by the developer. The district has an easement over those properties for drainage and access purposes. We can limit what is done on the pond. There may be conditions on the environmental permit that says you can't do X activities.

Mr. Ghazvini stated we will have to appoint someone to make the call to trespass. Whoever manages the clubhouse should be able to do that.

Mr. Oliver stated for the CDDs that we have in Northeast Florida it is rare that we trespass anyone. When law enforcement shows up they can influence people to change their behavior without trespassing them. It does happen sometimes, and it is good to have the tool to do that.

Mr. Ghazvini stated we have an issue with people parking at the end of Ardmore and fishing in the pond. Some people are driving into the pond area, putting boats in. We have had

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off duty officers dissuade them from going out there. I need to get clarity from Roy because it sounds like it has to be all or nothing, we have to say everybody can fish or nobody can fish in Dove Pond.

Mr. Van Wyk stated our dilemma being a public entity is you have to treat all citizens the same whether they are a resident or not. The amenity center is different because there is a way to become a user or patron by paying the fee. Ponds and trails are not like that. Whatever policy you put in place for residents it has to be the same policy for non-residents. It's private property right now because the developer owns it. You have easement rights. If the developer wants to put up a fence that is up to him.

Mr. Ghazvini asked if we as the developer did a no trespassing, we are not in conflict with the CDD?

Mr. Van Wyk stated probably not with the CDD, but probably with the city because the city has an interest in that drainage area and the ponds. I don't know how you as the property owner is going to determine who is a resident and who is not.

Mr. Ghazvini stated that requirement that no trespassing signs so far apart so I would have to wrap Dove Pond with them. I need to clarify with TPD but the way the language they sent to me shows, every so many feet you are required to have another sign to let the officer know that he is in the right to tell people they are trespassing. I will get the information and forward it to Jim before we do anything. I have put up our warning signs trying to deter anybody from going through.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – 08/22/24 at 6:00 p.m. at the Canopy Amenity Center

Mr. Oliver stated the next meeting is scheduled to be held August 22, 2024 at 6:00 p.m. That will be our budget hearing. Corbin is going to work with Rhony to set up a budget workshop and we will get that information to the board and residents.

On MOTION by Mr. Ghazvini seconded by Ms. Castille with all in favor the meeting adjourned at 3:53 p.m.

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DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

[Signature]

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Chairman/Vice Chairman