

CANOPY

Community Development District

APRIL 9, 2025

AGENDA

Canopy Community Development District

475 West Town Place
Suite 114
St. Augustine, Florida 32092

April 2, 2025

Board of Supervisors
Canopy Community Development District

Dear Board Members:

The Canopy Community Development District Board of Supervisors Meeting is scheduled for **Wednesday, April 9, 2025 at 6:00 p.m.** at the **Canopy Amenity Center, 2877 Crestline Road, Tallahassee, Florida 32308.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comment Period (*regarding agenda items listed below*)
- III. Approval of Consent Agenda
 - A. Approval of Minutes of the February 13, 2025 Meeting
 - B. Balance Sheet as of February 28, 2025, and Statement of Revenues & Expenditures for the Period Ending February 28, 2025
 - C. Allocation of Assessment Receipts
 - D. Check Register
- IV. Ratification of Amendment to Truly Tailored Landscaping Agreement
- V. Discussion of Common Area Turf Maintenance (*between Amenity Center & Blue Blossom*)
- VI. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager
- VII. Other Business

VIII. Supervisors Requests

IX. Next Scheduled Meeting: June 12, 2025 @ 1:00 p.m. at the Canopy
Amenity Center

X. Adjournment

THIRD ORDER OF BUSINESS

A.

Minutes of Meeting
Canopy
Community Development District

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Thursday February 13, 2025 at 1:00 p.m. at the Canopy Amenity Center, 2877 Crestline Road, Tallahassee, Florida.

Present and constituting a quorum were:

Jason Ghazvini	Chairman
Thomas Asbury, Jr.	Vice Chairman
David Brady	Supervisor
Steve Durie	Supervisor
Toby Thomson	Supervisor

Also present were:

Corbin deNagy	District Manager
Jennifer Kilinski	District Counsel
Mary Grace Henley	District Counsel by telephone
Laura Kalinoski	Lifestyle Director
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 1:00 p.m. and called the roll.

Ms. Kilinski stated we received word back from your landscaper that now the amount exceeds the bid threshold for public maintenance services. Anything over \$195,000 has to be publicly bid. Because it was not on the agenda it would be appropriate to take a motion to amend the agenda to add Resolution 2025-03 and take public comments on that item.

On MOTION by Mr. Ghazvini seconded by Mr. Asbury with all in favor the agenda was amended to add Consideration of Resolution 2025-03.

SECOND ORDER OF BUSINESS

Public Comment Period

A resident asked what is the status of my request to get the mail stations cleaned?

Mr. Ghazvini stated we did get bids, and that work should start next week.

Ms. Alston asked how much over \$195,000 was the contract?

Mr. deNagy stated it was \$198,000.

A resident stated there is a collection of debris in the pond behind my house. I didn't know if Premier would send someone to get the debris out of the water.

Mr. Ghazvini stated we can do that.

A resident asked is the tree trimming all over the development. The trees on Sunset Peak are spindly and shooting out branches over the sidewalk. They also overhang the sidewalk on Red Sky.

Mr. Ghazvini stated if it is a street tree that is between the sidewalk and curb that is in the city right of way. We can reach out and ask the city what their protocol is for trimming trees in conflict with the sidewalk. If we as a neighborhood don't like that maybe we can get a proposal from Taylor to do the trimming more often.

A resident asked have the fallen trees at the bottom of Dove Pond ever been addressed?

Mr. Ghazvini stated we as a company intended to do this and we got a lot of pushback from some of the homeowners living out there. Maybe this is something as a CDD we can look at and decide if that is what we want to do. We can get a count of the number of trees to be removed and get a proposal and bring that back for discussion.

A resident stated a lot of the street signs need to be put upright. There is still a lot of trash in the little park.

Mr. Ghazvini stated we will make a list for them.

A resident asked has there been any follow-up on the Dove Pond signage for the trail?

Mr. Ghazvini stated we do have the signage, and I need a surveyor to stake it.

A resident stated people are upset about the live trees not the dead trees.

Mr. Ghazvini stated we had an arborist who came out there and assessed the trees to take down and I sent a crew out there and multiple homeowners came out and were very aggressive to our staff. From this point forward I'm not putting my guys back out in that circumstance but I'm happy to work through this process so the arborist can assess the trees, and we can get a proposal for the ones he recommends for removal and bring it back to the board.

A resident stated we previously discussed covers for the mailboxes and if I get a response back who do I reach out to in your organization?

Mr. Ghazvini stated you can reach out to our office or to me and we would have to permit it. The only reason we haven't is because the city said they would not permit on top of the easement

A resident stated the pump station comes up at every meeting.

Mr. Ghazvini stated I did get a final answer of the city approving us to put the landscaping in. I have a company to do that and will give Corbin their start date as soon as they give it to me.

A resident stated they didn't put any pine straw where it backs up to Unit 5. On Broadmore Lane across the street from the swale where the apartments are being built, there are a lot of trees and vines going onto CDD property. Can you get someone to cut that back?

Mr. Ghazvini stated I need to make sure what we are doing is on our property. I need to have a survey marked for CDD property.

A resident asked who is spearheading the speed bump project on unit 5?

Mr. Ghazvini stated I was under the impression that all speed humps have been installed in Unit 5. The striping has not been finished.

Ms. Alston stated we are getting an unbelievable amount of weeds in the common areas. Taylor doesn't take care of that.

Mr. Ghazvini stated we are coming up with a map to get a proposal to get bids and bring that back to the board.

A resident stated they didn't do a good job when they trimmed around my pond. There are street trees you planted five or six years ago that are dead. They need to be replaced.

Mr. Ghazvini stated send that to Corbin and Premier will address that.

A resident asked is there a maintenance schedule for Dove Pond?

Mr. Ghazvini stated we need to get a more set schedule from Taylor.

A resident asked who maintains the sidewalks?

Mr. Ghazvini stated that is the homeowner's responsibility. We can send out a reminder to homeowners to do that.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 12, 2024 Meeting

<p>On MOTION by Mr. Thomson seconded by Mr. Brady with all in favor the minutes of the December 12, 2024 meeting were approved as presented.</p>
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FOURTH ORDER OF BUSINESS**Consideration of Resolution 2025-03**

Ms. Kilinski stated this is the first time this district has had a request for proposal for maintenance services go out to bid. The district at the beginning of its organizational set up adopted rules of procedure pursuant to Chapter 120 and it fleshes out the statutes that already exist. It dictates how the district proceeds from an operational basis. We typically have you review the evaluation criteria that dictates the evaluative review that you would give to all the proposals that are responsive to the district's bid. We will publish the advertisement in the newspaper as required by law, we can also reach out informally to any vendor that you know of, obviously the current vendor here, to let them know that this has now been published. We have put together a package that involves all the legal requirements; things like a bid bond, making sure they are certified in Leon County and the State of Florida as an authorized vendor, we have to run through E-Verify and there are provisions they have to meet and there are proposal forms they will fill out. The substantive bid will be based on your current landscape scope. I have heard some things today that we will want to add such as weed control, maintenance in and around Dove Pond, make sure our maintenance map is up to date. You will get an apples to apples bid based on the same proposal documents from every bidder that provides a bid. The reason we are bringing this to you today is because it will have budget impacts, and you will have to approve a budget prior to June 15th.

The evaluation criteria we have used before at other CDD's and have seen them work well. You can add or subtract from these criteria.

We have 5 points assigned for completeness of proposals. Sometimes contractors get sloppy and miss half the bid and we want to be able to dock them for incomplete bids.

Experience is 25 points. This would be what kind of equipment they have, do they have projects of similar size, how they performed at those projects, have they worked in other districts or larger master planned communities to see if they have the experience necessary to do the job.

We are recommending 25 points for qualifications of key personnel. This may be, do they have an arborist, what are the training parameters, do they have enough manual laborers so if there is turnover you are not dealing with crews not showing up.

We have 20 points for machinery, equipment and financial stability. It usually requires a two-year operational experience with similarly sized communities. Our experience is that the landscapers can undergo business changes at a moment's notice so having that financial stability and staying power is important especially on a project this size.

There are 25 points associated with cost. The formula is the lowest cost proposal, but we also have some subjectivity so that if you get a bid that is not adding up, you can take some of the schedule of values into consideration in evaluating the total price.

You are allowed under state law to do five years of pricing, and we typically ask for five-year pricing. If there is going to be an escalation you will know that over a five-year period and be able to keep a contractor for at least five years before it goes back out to bid, subject to the termination provisions of the contract.

There is always a termination provision in our contracts, you have either 30 or 60 days to terminate with or without cause as a unit of government this allows you to have some budgeting certainty through the years and because you are adding property to the district my recommendation for these is to always have a schedule of values. If you know the price for mowing per acre you can get a good sense of what that cost is going to be when a new area comes online.

I will work with Corbin and you can appoint one supervisor to work with us to finalize the package. You don't meet until April, and we will have bids in plenty of time so you can evaluate them prior to the meeting. We will have a scoring card for you based on the evaluation criteria and we will send it out in advance, and you will sit as the board and evaluate them. I recommend that you come to the meeting prepared, you have looked at the proposals, you can be ready to discuss it as a board and adopt one evaluation you all agree on, a consensus or you can hand in your evaluations to Corbin, he can add them up and that is the winner.

Mr. Ghazvini asked do we get time in front of the bidders?

Ms. Kilinski stated you can have that. We almost always invite the bidders to come to the meeting. If you want to add some component to the evaluation score on their presentation you can. The only danger there is it is a sealed bid the presentations are just to add additional context to the bids, but they can't change their bid. Sometimes I don't find that as valuable as you would think.

On MOTION by Mr. Ghazvini seconded by Mr. Durie with all in favor Resolution 2025-03 was approved and Mr. Asbury was authorized to work with staff on the final bid proposal package to have bids back for the April meeting.

FOURTH ORDER OF BUSINESS

Ratification of Amendment to Truly Tailored Landscaping Agreement

Mr. deNagy stated you received this updated scope earlier today; we worked with Taylor on this scope.

Mr. Durie stated the orange lines in the map that are being maintained by Taylor's company, two of the lines on Ardmore are easements and last meeting we were told that the easements are the homeowner's responsibility to maintain but it looks as if it is being outsourced.

Mr. Ghazvini stated I do agree with his point. The orange segments between lots, the ones on the northwest in the orange, those are different easements, meaning they are specific CDD easements. I need to look at the two easements on Ardmore because I don't think those are CDD easements. I take those as being a city drainage easement across a homeowner's property. I want to make sure we are not maintaining something we are not supposed to maintain. I will go out this afternoon and clarify that and follow-up with Corbin.

On MOTION by Mr. Durie seconded by Mr. Brady with all in favor the amendment to the agreement with Truly Tailored Landscaping was ratified.

FIFTH 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

On MOTION by Mr. Brady seconded by Mr. Ghazvini with all in favor the check run was approved.

ii. Balance Sheet and Income Statement

Mr. deNagy stated we have opened an interest-bearing account with the State Board of Administration and you will see that going forward in the financials. The cash in the general fund will be interest bearing.

SIXTH ORDER OF BUSINESS

Other Business

Mr. Durie stated at the last meeting Arbors came up and were they paying CDD fees and if so where is it in the balance sheet.

Mr. deNagy stated this came up a few months ago when it came to the Canopy POA and Arbors is part of the POA and the agreement with the POA is that they will provide payment to the district in return for the benefit received from the landscaping here in the district. We invoiced the POA for fiscal year 2024 and 2025 and you will see in the balance sheet and income statement the revenue for fiscal year 2025 has been booked in the actuals.

Ms. Kilinski stated they are not in the district and when the district there was a cost share put in place via a covenant over the POA property. We do this a lot with districts that have commercial property where there is a cost share, there is a covenant, and we will bill them annually and they remit their proportionate share based on an engineering analysis they benefit from.

Mr. Durie asked are they behind on making those payments?

Ms. Kilinski stated it was the first time we have had O&M associated with their delivery of infrastructure. My understanding is that there will be a catchup payment.

Mr. deNagy stated fiscal 2024 and 2025 have been invoiced.

SEVENTH ORDER OF BUSINESS

Supervisors Requests

Mr. Thomson stated I want to see if we can have solar lighting in our roundabouts that would light the palm trees. I asked Corbin to research that possibility. Also, a resident wanted to know if the sod can be installed on the gas line easement off Blue Blossom.

Mr. Ghazvini stated I have asked FGT if we can go onto it and grade and sod it, they told us we can, we just have to schedule a date with them. We need to come up with an overall square footage of what we are trying to do in that area. There are some areas that have gotten barren, but we don't want to do the whole thing. I will get a scope and proposal to bring back to the Board.

Mr. Durie asked can we have a vacuum street sweeper rather than the one we have the just moves dust around?

Mr. Ghazvini stated I don't have the funds for a vacuum sweeper. The sweeper they have has a water mechanism and if they are using it appropriately it should be producing less dust.

EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting – April 9, 2025 at
6:00 p.m. at the Canopy Amenity Center**

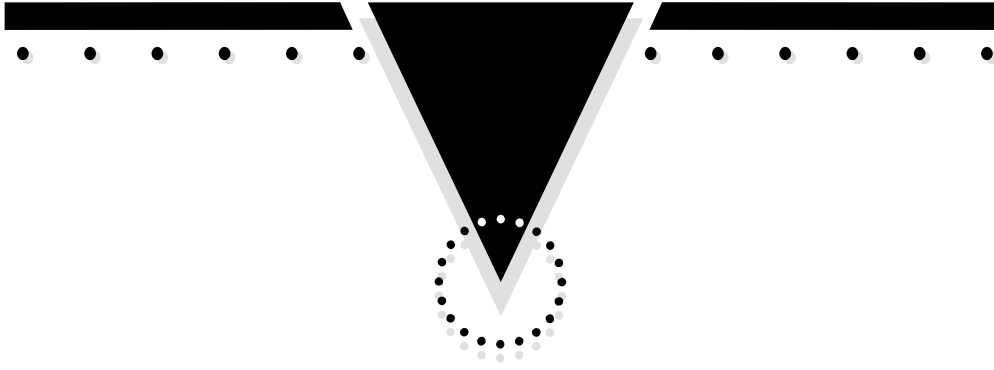
Mr. deNagy stated the next meeting is scheduled for April 9, 2025 at 6:00 p.m. in the same location.

On MOTION by Mr. Ghazvini seconded by Mr. Durie with all in favor the meeting adjourned at 2:16 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.



Canopy

Community Development District

Unaudited Financial Reporting
February 28, 2025



TABLE OF CONTENTS

1	<u>Balance Sheet</u>
2-3	<u>General Fund Statement</u>
4	<u>Debt Service Statement Series 2018 A1 & A2</u>
5	<u>Debt Service Statement Series 2018 A3</u>
6	<u>Debt Service Statement Series 2018 A4</u>
7	<u>Capital Reserve Fund</u>
8-9	<u>Month to Month</u>
10	<u>Long Term Debt</u>
11	<u>Assessment Receipts Schedule</u>

Canopy
Community Development District
Balance Sheet
February 28, 2025

Governmental Fund Types

	<u>General Fund</u>	<u>Debt Service</u>	<u>Capital Reserve</u>	<u>Capital Projects</u>	<u>Totals</u> <u>(memorandum only)</u>
<u>Assets</u>					
Cash					
Operating	\$124,435	---	---	---	\$124,435
SBA	\$250,901	---	---	---	\$250,901
Capital Projects	---	---	\$40,122	---	\$40,122
Welaunee	---	---	---	\$349	\$349
Assessment Receivable	\$26,051	\$32,969	---	---	\$59,020
Due from Developer	---	---	---	---	\$0
Due from General Fund	---	\$2,791	---	---	\$2,791
Due from Debt Service	\$5,769	---	---	---	\$5,769
Due from Other	---	---	---	---	\$0
Investments:					
<u>Series 2018 A1 & A2:</u>					
Reserve A1	---	\$82,103	---	---	\$82,103
Revenue A1	---	\$111,885	---	---	\$111,885
Revenue A2	---	\$71,971	---	---	\$71,971
Interest A2	---	---	---	---	\$0
Prepayment A2	---	\$89	---	---	\$89
Acquisition & Construction	---	---	---	\$8,914	\$8,914
<u>Series 2018 A3:</u>					
Reserve	---	\$104,688	---	---	\$104,688
Revenue	---	\$163,753	---	---	\$163,753
Interest	---	---	---	---	\$0
Acquisition & Construction	---	---	---	\$11,246	\$11,246
<u>Series 2018 A4:</u>					
Reserve	---	\$32,714	---	---	\$32,714
Revenue	---	\$107,531	---	---	\$107,531
Acquisition & Construction	---	---	---	\$7,475	\$7,475
Prepaid Expenses	\$759	---	---	---	\$759
Total Assets	\$407,915	\$710,493	\$40,122	\$27,983	\$1,186,513
<u>Liabilities</u>					
Accounts Payable	\$3,095	---	---	---	\$3,095
Due to Debt Service	\$2,791	---	---	---	\$2,791
Due to Capital	\$0	---	---	---	\$0
Due to Developer	\$32,930	---	---	---	\$32,930
Due to General Fund	---	\$5,769	---	---	\$5,769
FICA Payable	\$122	---	---	---	\$122
<u>Fund Equity</u>					
Fund Balances					
Unassigned	\$368,218	---	\$40,122	---	\$408,340
Nonspendable- Prepaid	\$759	---	---	---	\$759
Restricted for Capital Projects	---	---	---	\$27,983	\$27,983
Restricted for Debt Service	---	\$704,724	---	---	\$704,724
Total Liabilities, Fund Equity, Other	\$407,915	\$710,493	\$40,122	\$27,983	\$1,186,513

Canopy
Community Development District
General Fund
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 02/28/25	Actuals 02/28/25	Variance
Revenues				
Maintenance Assessments- Tax Roll	\$ 343,947	\$ 343,947	\$ 367,852	\$ 23,905
Maintenance Assessments- Direct Bills(Premier)	\$ 58,342	\$ 24,309	\$ -	\$ (24,309)
Maintenance Assessments- Direct Bills(Ox Bottom)	\$ 87,460	\$ 36,442	\$ 36,442	\$ (0)
Interest - SBA	\$ -	\$ -	\$ 901	\$ 901
Developer Contributions	\$ 213,336	\$ -	\$ -	\$ -
Miscellaneous Income (Rentals)	\$ 1,000	\$ 417	\$ 3,842	\$ 3,425
Miscellaneous Revenue - POA Cost Share	\$ -	\$ -	\$ 146,550	\$ 146,550
Total Revenue	\$ 704,085	\$ 405,115	\$ 555,586	\$ 150,472
Expenditures				
<u>Administrative</u>				
Supervisor Fees	\$ 2,000	\$ 833	\$ 800	\$ 33
FICA	\$ 153	\$ 64	\$ 61	\$ 3
Engineering	\$ 12,000	\$ 5,000	\$ -	\$ 5,000
Arbitrage	\$ 450	\$ 450	\$ 450	\$ -
Assessment Roll	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
Dissemination	\$ 8,480	\$ 3,533	\$ 3,533	\$ (0)
Amortization Schedule	\$ 2,000	\$ -	\$ -	\$ -
Attorney	\$ 35,000	\$ 14,583	\$ 15,998	\$ (1,415)
Annual Audit	\$ 5,000	\$ -	\$ -	\$ -
Trustee Fees	\$ 10,000	\$ 10,000	\$ 9,105	\$ 895
Management Fees	\$ 43,358	\$ 18,066	\$ 18,065	\$ 0
Information Technology	\$ 4,157	\$ 1,732	\$ 1,732	\$ (0)
Travel	\$ 50	\$ 21	\$ -	\$ 21
Telephone	\$ 250	\$ 104	\$ 28	\$ 77
Postage	\$ 1,000	\$ 417	\$ 335	\$ 82
Printing & Binding	\$ 1,500	\$ 625	\$ 36	\$ 589
Insurance-Liability	\$ 6,500	\$ 6,500	\$ 5,781	\$ 719
Legal Advertising	\$ 2,500	\$ 1,042	\$ 311	\$ 731
Other Current Charges	\$ 3,000	\$ 1,250	\$ 586	\$ 664
Office Supplies	\$ 750	\$ 313	\$ 2	\$ 311
Dues, License, & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Administration Subtotal	\$ 140,823	\$ 66,310	\$ 59,498	\$ 7,673
<u>Common Area Maintenance:</u>				
Field Services	\$ 12,000	\$ 5,000	\$ -	\$ 5,000
Porter Services	\$ 6,000	\$ 2,500	\$ -	\$ 2,500
Landscape Maintenance	\$ 185,000	\$ 77,083	\$ 83,250	\$ (6,167)
Landscape Contingency	\$ 17,500	\$ 7,292	\$ 18,634	\$ (11,342)
Plant Replacement	\$ 7,500	\$ 3,125	\$ -	\$ 3,125
Irrigation - Repairs	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Irrigation - Water	\$ 10,000	\$ 4,167	\$ -	\$ 4,167
Irrigation - Electric	\$ 2,500	\$ 1,042	\$ -	\$ 1,042
Wetland Mitigation and Monitoring	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Lake Maintenance	\$ 7,500	\$ 3,125	\$ -	\$ 3,125
Dove Pond Dam Surety Bond	\$ 10,000	\$ 4,167	\$ -	\$ 4,167
Repairs and Maintenance	\$ 12,500	\$ 5,208	\$ 3,425	\$ 1,783
Operating Supplies	\$ 1,250	\$ 521	\$ -	\$ 521
Total Common Area Maintenance	\$ 281,750	\$ 117,396	\$ 105,309	\$ 12,087

Canopy
Community Development District
 General Fund
 Statement of Revenues & Expenditures
 For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 02/28/25	Actuals 02/28/25	Variance
<i>Amenity Center:</i>				
Amenity Management Staffing	\$ 35,000	\$ 14,583	\$ -	\$ 14,583
Janitorial	\$ 15,000	\$ 6,250	\$ 4,107	\$ 2,143
Landscape Maintenance	\$ 12,000	\$ 5,000	\$ -	\$ 5,000
Pool Maintenance	\$ 31,500	\$ 13,125	\$ 11,500	\$ 1,625
Pool Chemicals	\$ 7,500	\$ 3,125	\$ -	\$ 3,125
Pool Permits	\$ 750	\$ 313	\$ -	\$ 313
Utilities	\$ 39,500	\$ 16,458	\$ 15,046	\$ 1,412
Trash	\$ 2,400	\$ 1,000	\$ 167	\$ 833
Pest Control	\$ 1,200	\$ 500	\$ -	\$ 500
Termite Bond	\$ 750	\$ 313	\$ -	\$ 313
Insurance - Property	\$ 15,500	\$ 15,500	\$ 12,590	\$ 2,910
Cable/Internet	\$ 7,500	\$ 3,125	\$ 1,594	\$ 1,531
Access Cards	\$ 2,500	\$ 1,042	\$ -	\$ 1,042
Activities	\$ 15,000	\$ 6,250	\$ -	\$ 6,250
Security/Alarms/Repair	\$ 15,000	\$ 6,250	\$ 2,490	\$ 3,760
Repairs and Maintenance	\$ 15,000	\$ 6,250	\$ 1,552	\$ 4,698
Office Supplies	\$ 2,000	\$ 833	\$ -	\$ 833
Holiday Decorations	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Total Amenity Center	\$ 223,100	\$ 102,000	\$ 49,046	\$ 52,954
<i>Other</i>				
Contingency	\$ 18,412	\$ 7,672	\$ 1,610	\$ 6,062
Capital Reserve	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Total Other	\$ 58,412	\$ 47,672	\$ 41,610	\$ 6,062
Total Expenditures	\$ 704,085	\$ 285,706	\$ 255,463	\$ 72,714
Excess Revenues/ (Expenditures)	\$ 0		\$ 300,123	
Beginning Fund Balance	\$ -		\$ 68,854	
Ending Fund Balance	\$ 0		\$ 368,976	

Canopy
Community Development District
 Capital Reserve
 Statement of Revenues & Expenditures
 For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 2/28/25	Actual 2/28/25	Variance
<u>Revenues</u>				
Operating Transfer In	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Interest Income	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
<u>Expenditures</u>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Other Current Charges	\$ -	\$ 203	\$ 203	\$ -
Total Expenditures	\$ -	\$ 203	\$ 203	\$ -
Excess Revenues/(Expenditures)	\$ 40,000		\$ 39,797	
Beginning Fund Balance	\$ -		\$ 325	
Ending Fund Balance	\$ 40,000		\$ 40,122	

Canopy

Community Development District

Debt Service Fund Series 2018 A-1 & A-2

Statement of Revenues & Expenditures

For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 2/28/25	Actual 2/28/25	Variance
Revenues				
Special Assessments- Tax Roll	\$ 94,279	\$ 93,974	\$ 93,974	\$ -
Special Assessments- Direct A1	\$ 70,029	\$ -	\$ -	\$ -
Special Assessments- Direct A2	\$ 182,000	\$ -	\$ -	\$ -
Special Assessments- Prepayments	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 2,000	\$ 833	\$ 4,132	\$ 3,299
Total Revenues	\$ 348,308	\$ 94,808	\$ 98,106	\$ 3,299
Expenditures				
Interfund Transfer Out	\$ 600	\$ 1,578	\$ 1,578	\$ -
<u>Series 2018A-1</u>				
Interest-11/1	\$ 63,071	\$ 63,071	\$ 63,071	\$ -
Interest-5/1	\$ 63,071	\$ -	\$ -	\$ -
Principal-5/1	\$ 35,000	\$ -	\$ -	\$ -
<u>Series 2018A-2</u>				
Interest-11/1	\$ 70,418	\$ 70,418	\$ 70,418	\$ -
Interest-2/1	\$ -	\$ -	\$ -	\$ -
Special Call-2/1	\$ -	\$ -	\$ -	\$ -
Interest-5/1	\$ 70,418	\$ -	\$ -	\$ -
Principal-5/1	\$ 40,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 341,978	\$ 133,489	\$ 135,067	\$ -
Excess Revenues/(Expenditures)	\$ 6,330		\$ (36,960)	
Beginning Fund Balance	\$ 228,988		\$ 303,900	
Ending Fund Balance	\$ 235,318		\$ 266,940	

Due from Gf	\$ 892
Reserve A1	\$ 82,103
Revenue A1	\$ 111,885
Revenue A2	\$ 71,971
Interest A2	----
Prepayment A2	\$ 89
Total	\$ 266,940

Canopy

Community Development District

Debt Service Fund Series 2018 A-3
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 2/28/25	Actual 2/28/25	Variance
Revenues				
Special Assessments- Tax Roll	\$ 106,997	\$ 106,997	\$ 136,390	\$ 29,393
Special Assessments- Direct Bills	\$ 102,378	\$ -	\$ -	\$ -
Interest Income	\$ 3,500	\$ 1,458	\$ 2,856	\$ 1,397
Total Revenues	\$ 212,875	\$ 108,455	\$ 139,246	\$ 30,791
Expenditures				
Interfund Transfer Out	\$ 750	\$ 2,001	\$ 2,001	\$ -
<u>Series 2018A-3</u>				
Interest-11/1	\$ 81,875	\$ 81,875	\$ 81,875	\$ -
Interest-5/1	\$ 81,875	\$ -	\$ -	\$ -
Principal-5/1	\$ 45,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 209,500	\$ 83,876	\$ 83,876	\$ -
Excess Revenues/(Expenditures)	\$ 3,375		\$ 55,370	
Beginning Fund Balance	\$ 119,669		\$ 241,565	
Ending Fund Balance	\$ 123,044		\$ 296,935	

Due from GF	\$ (4,475)
Reserve	\$ 104,688
Revenue	\$ 163,753
Interest	----
Assessment Receivable	\$ 32,969
Total	\$ 296,935

Canopy

Community Development District

Debt Service Fund Series 2018 A-4
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Adopted Budget	Prorated Budget 2/28/25	Actual 2/28/25	Variance
<u>Revenues</u>				
Special Assessments- Tax Roll	\$ 65,612	\$ 63,704	\$ 63,704	\$ -
Interest Income	\$ 500	\$ 208	\$ 1,683	\$ 1,475
Total Revenues	\$ 66,112	\$ 63,912	\$ 65,387	\$ 1,475
<u>Expenditures</u>				
Interfund Transfer Out	\$ 250	\$ 629	\$ 629	\$ -
<u>Series 2018A-4</u>				
Interest-11/1	\$ 22,648	\$ 22,648	\$ 22,648	\$ -
Interest-5/1	\$ 22,648	\$ -	\$ -	\$ -
Principal-5/1	\$ 20,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 65,546	\$ 23,276	\$ 23,276	\$ -
Excess Revenues/(Expenditures)	\$ 566		\$ 42,111	
Beginning Fund Balance	\$ 66,051		\$ 98,739	
Ending Fund Balance	\$ 66,617		\$ 140,850	

Due from General	\$ 605
Reserve	\$ 32,714
Revenue	\$ 107,531
Total	\$ 140,850

Canopy

Community Development District

Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period Ending February 28, 2025

	Series 2018 A-1 & A-2	Series 2018 A-3	Series 2018 A-4	Welaunee
<u>Revenues</u>				
Interest Income	\$151	\$190	\$266	\$0
Developer Contributions	\$0	\$0	\$0	\$0
Interfund Transfer In	\$1,578	\$2,001	\$497	\$0
Total Revenues	\$1,729	\$2,192	\$763	\$0
<u>Expenditures</u>				
Capital Outlay- Construction	\$0	\$0	\$0	\$0
Capital Outlay- General	\$0	\$0	\$0	\$0
Capital Outlay-3A	\$0	\$0	\$0	\$0
Capital Outlay-3B	\$0	\$0	\$0	\$0
Professional Fees	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$203
Total Expenditures	\$0	\$0	\$0	\$203
<u>Other Sources/(Uses)</u>				
Transfer In/Out	\$0	\$0	\$0	\$0
Total Other Sources/ (Uses)	\$0	\$0	\$0	\$0
Excess Revenues/(Expenditures)	\$1,729	\$2,192	\$763	(\$203)
Beginning Fund Balance	\$7,185	\$9,054	\$6,712	\$552
Ending Fund Balance	\$8,914	\$11,246	\$7,475	\$349

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		\$82,103
RESERVE FUND BALANCE		\$82,103
BONDS OUTSTANDING - 11/08/18		\$2,225,000
LESS: PRINCIPAL PAYMENT - 05/01/20		(\$25,000)
LESS: PRINCIPAL PAYMENT - 05/01/21		(\$30,000)
LESS: PRINCIPAL PAYMENT - 05/01/22		(\$30,000)
LESS: PRINCIPAL PAYMENT - 05/01/23		(\$35,000)
LESS: PRINCIPAL PAYMENT - 05/01/24		(\$35,000)
CURRENT BONDS OUTSTANDING		\$2,070,000

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)
LESS: SPECIAL CALL - 08/01/20		(\$75,000)
LESS: SPECIAL CALL - 02/01/21		(\$30,000)
LESS: SPECIAL CALL - 05/01/21		(\$30,000)
LESS: SPECIAL CALL - 08/01/21		(\$265,000)
LESS: SPECIAL CALL - 11/01/21		(\$55,000)
LESS: SPECIAL CALL - 02/01/22		(\$170,000)
LESS: PRINCIPAL PAYMENT - 05/01/22		(\$55,000)
LESS: SPECIAL CALL - 05/01/22		(\$185,000)
LESS: SPECIAL CALL - 08/01/22		(\$240,000)
LESS: SPECIAL CALL - 11/01/22		(\$165,000)
LESS: SPECIAL CALL - 02/01/23		(\$145,000)
LESS: PRINCIPAL PAYMENT - 05/01/23		(\$45,000)
LESS: SPECIAL CALL - 05/01/23		(\$785,000)
LESS: SPECIAL CALL - 02/01/24		(\$10,000)
LESS: PRINCIPAL PAYMENT - 05/01/24		(\$35,000)
CURRENT BONDS OUTSTANDING		\$2,300,000

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
LESS: PRINCIPAL PAYMENT - 05/01/22		(\$35,000)
LESS: PRINCIPAL PAYMENT - 05/01/23		(\$40,000)
LESS: PRINCIPAL PAYMENT - 05/01/24		(\$40,000)
CURRENT BONDS OUTSTANDING		\$2,620,000

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)
LESS: PRINCIPAL PAYMENT - 05/01/21		(\$15,000)
LESS: PRINCIPAL PAYMENT - 05/01/22		(\$15,000)
LESS: PRINCIPAL PAYMENT - 05/01/23		(\$15,000)
LESS: PRINCIPAL PAYMENT - 05/01/24		(\$15,000)
CURRENT BONDS OUTSTANDING		\$890,000

C.

Canopy
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2025

Gross Assessments \$ 377,241.48 \$ 96,789.75 \$ 140,476.50 \$ 65,612.00 \$ 680,119.73
 Net Assessments \$ 350,834.58 \$ 90,014.47 \$ 130,643.15 \$ 61,019.16 \$ 632,511.35

ON ROLL ASSESSMENTS

Date	Distribution	Gross Amount	Commissions	Interest	Net Receipts	O&M Portion	55.47%	14.23%	20.65%	9.65%	100.00%
							2018A-1 Debt Service Portion	2018A-3 Debt Service Portion	2018A-4 Debt Service Portion	Total	
11/14/24	ACH	\$6,423.29	(\$192.70)	\$0.00	\$6,230.59	\$3,455.92	\$886.69	\$1,286.91	\$601.07	\$6,230.59	
11/20/24	ACH	\$20,077.40	(\$602.32)	\$0.00	\$19,475.08	\$10,802.23	\$2,771.55	\$4,022.51	\$1,878.79	\$19,475.08	
12/11/24	ACH	\$554,445.33	(\$16,633.36)	\$0.00	\$537,811.97	\$298,307.75	\$76,537.53	\$111,083.30	\$51,883.39	\$537,811.97	
12/23/24	ACH	\$82,098.90	(\$2,462.97)	\$0.00	\$79,635.93	\$44,171.60	\$11,333.21	\$16,448.54	\$7,682.58	\$79,635.93	
1/26/25	ACH	\$11,253.67	(\$337.61)	\$0.00	\$10,916.06	\$6,054.79	\$1,553.50	\$2,254.68	\$1,053.09	\$10,916.06	
2/19/25	ACH	\$6,460.96	(\$193.83)	\$0.00	\$6,267.13	\$3,476.18	\$891.89	\$1,294.46	\$604.60	\$6,267.13	
TOTAL		\$ 680,759.55	\$ (20,422.79)	\$ -	\$ 660,336.76	\$ 366,268.47	\$ 93,974.37	\$ 136,390.40	\$ 63,703.52	\$ 660,336.76	

104% Net Percent Collected

DIRECT BILL ASSESSMENTS

Premier Investment Fund, LLC					
2024-01		Net Assessments:		\$58,341.96	\$58,341.96
Date Received	Due Date	Net Assessed	Amount Received	General Fund	
	10/1/24	\$4,861.83	\$0.00	\$4,861.83	
	11/1/24	\$4,861.83	\$0.00	\$4,861.83	
	12/1/24	\$4,861.83	\$0.00	\$4,861.83	
	1/1/25	\$4,861.83	\$0.00	\$4,861.83	
	2/1/25	\$4,861.83	\$0.00	\$4,861.83	
	3/1/25	\$4,861.83	\$0.00	\$4,861.83	
	4/1/25	\$4,861.83	\$0.00	\$4,861.83	
	5/1/25	\$4,861.83	\$0.00	\$4,861.83	
	6/1/25	\$4,861.83	\$0.00	\$4,861.83	
	7/1/25	\$4,861.83	\$0.00	\$4,861.83	
	8/1/25	\$4,861.83	\$0.00	\$4,861.83	
	9/1/25	\$4,861.83	\$0.00	\$4,861.83	
		\$ 58,341.96	\$ -	\$ 58,341.96	

Ox Bottom Mortgage Holdings, LLC					
2024-01		Net Assessments:		\$87,460.00	\$87,460.00
Date Received	Due Date	Net Assessed	Amount Received	General Fund	
11/15/24	10/1/24	\$7,288.33	\$7,288.33	\$7,288.33	
11/15/24	11/1/24	\$7,288.33	\$7,288.33	\$7,288.33	
12/18/24	12/1/24	\$7,288.33	\$7,288.33	\$7,288.33	
1/22/25	1/1/25	\$7,288.33	\$7,288.33	\$7,288.33	
2/19/25	2/1/25	\$7,288.33	\$7,288.33	\$7,288.33	
	3/1/25	\$7,288.33	\$0.00	\$7,288.33	
	4/1/25	\$7,288.33	\$0.00	\$7,288.33	
	5/1/25	\$7,288.33	\$0.00	\$7,288.33	
	6/1/25	\$7,288.33	\$0.00	\$7,288.33	
	7/1/25	\$7,288.33	\$0.00	\$7,288.33	
	8/1/25	\$7,288.33	\$0.00	\$7,288.33	
	9/1/25	\$7,288.33	\$0.00	\$7,288.33	
		\$ 87,459.96	\$ 36,441.65	\$ 87,459.96	

Ox Bottom Mortgage Holdings, LLC					
2024-02		Net Assessments:		\$67,518.25	\$67,518.25
Date Received	Due Date	Net Assessed	Amount Received	Series 2018A-1 Debt Service Fund	
	4/1/25	\$33,759.13	\$0.00	\$33,759.13	
	9/1/25	\$33,759.13	\$0.00	\$33,759.13	
		\$ 67,518.25	\$ -	\$ 67,518.25	

Ox Bottom Mortgage Holdings, LLC					
2024-03		Net Assessments:		\$182,000.00	\$182,000.00
Date Received	Due Date	Net Assessed	Amount Received	Series 2018A-2 Debt Service Fund	
	4/1/25	\$91,000.00	\$0.00	\$91,000.00	
	9/1/25	\$91,000.00	\$0.00	\$91,000.00	
		\$ 182,000.00	\$ -	\$ 182,000.00	

Premier Investment Fund, LLC					
2024-04		Net Assessments:		\$68,843.25	\$68,843.25
Date Received	Due Date	Net Assessed	Amount Received	Series 2018A-3 Debt Service Fund	
	4/1/25	\$68,843.25	\$0.00	\$68,843.25	
		\$ 68,843.25	\$ -	\$ 68,843.25	

D.

Canopy

Community Development District

Check Register Summary

February 1, 2025 to February 28, 2025

Bank	Date	Check No.'s	Amount
General Fund	2/7/25	700 - 704	\$ 24,436.18
		Subtotal	\$ 24,436.18
			\$ 24,436.18

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/07/25	00051	2/01/25	8	202502	310	51300	34000			*	3,613.08		
									FEB MANAGEMENT FEES				
2/01/25	8	202502	310-51300-35100							*	346.42		
									FEB INFO TECH				
2/01/25	8	202502	310-51300-31300							*	706.67		
									FEB DISSEM AGENT SERVICES				
2/01/25	8	202502	310-51300-51000							*	.42		
									OFFICE SUPPLIES				
2/01/25	8	202502	310-51300-42000							*	102.34		
									POSTAGE				
2/01/25	8	202502	310-51300-42500							*	4.35		
									COPIES				
2/01/25	8	202502	310-51300-41000							*	24.42		
									TELEPHONE				
									GOVERNMENTAL MANAGEMENT SERVICES			4,797.70	000700
2/07/25	00040	1/20/25	1784574	202502	330	53800	45900			*	33.48		
									FEB DUMPSTER				
									MARPAN SUPPLY COMPANY, INC.			33.48	000701
2/07/25	00030	2/01/25	18153453	202502	330	53800	45505			*	2,300.00		
									FEB POOL MAINTENANCE				
2/01/25	18153671	202502	320-53800-60000							*	325.00		
									FEB FOUNT SERVICE				
									PREMIER POOLS OF TALLAHASSEE			2,625.00	000702
2/07/25	00029	2/01/25	8227	202502	330	53800	34500			*	180.00		
									FEB SECURITY				
									TEKPRO INC.			180.00	000703
2/07/25	00027	1/31/25	4844	202502	320	53800	46200			*	16,800.00		
									FEB LANDSCAPE MAINTENANCE				
									TRULY TAILORED LANDSCAPING LLC			16,800.00	000704
									TOTAL FOR BANK A		24,436.18		
									TOTAL FOR REGISTER		24,436.18		

FOURTH ORDER OF BUSINESS

**AMENDMENT TO THE
LANDSCAPE & IRRIGATION MAINTENANCE SERVICES AGREEMENT**

THIS AMENDMENT (“Amendment”) is made and entered into this 13th day of March 2025, by and between:

CANOPY COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established and existing pursuant to Chapter 190, *Florida Statutes*, with a mailing address of c/o Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“**District**”); and

TRULY TAILORED LANDSCAPING, LLC, a Florida limited liability company, with a mailing address of 2700 Welaunee Boulevard, Unit 1602, Tallahassee, Florida 32308 (“**Contractor**” and, together with the District, “**Parties**”).

RECITALS

WHEREAS, the District and Contractor previously entered into that certain *Landscape & Irrigation Maintenance Services Agreement*, dated October 1, 2021 (“**Agreement**”), incorporated herein by this reference; and

WHEREAS, pursuant to Section 26 of the Agreement, the Agreement may be amended by a written instrument executed by the Parties; and

WHEREAS, the District and Contractor desire to amend the Agreement to include additional landscape and irrigation maintenance services, such that the scope of services identified in Composite Exhibit A to the Agreement is superseded entirely by the scope of services described in **Exhibit 1** to this Amendment (“**Revised Work**”), and to amend the compensation as it relates to the same; and

WHEREAS, the District and Contractor each represent that it has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Amendment.

SECTION 2. AMENDMENT OF AGREEMENT. Pursuant to Section 26 of the Agreement, the District and Contractor agree to amend the Agreement as follows:

- A.** Exhibit A to the Agreement is amended to include the Revised Work described in **Exhibit 1** to this Amendment.

- B. Section 7.b. of the Agreement is hereby replaced in its entirety with the following: As compensation for the Revised Work, the District agrees to pay Contractor **Sixteen Thousand, Two Hundred Forty Dollars and Zero Cents (\$16,240.00) per month** for lawn care services, for an annual total compensation amount of **One Hundred Ninety-Four Thousand, Eight Hundred Eighty Dollars and Zero Cents (\$194,880.00)**, as more particularly set forth in **Exhibit 1** to this Amendment. For additional work, including but in no way limited to pine straw installation, and subject to the provisions of Section 7.c. and 7.d. of the Agreement, the District agrees to pay Contractor pursuant to the unit pricing specified in **Exhibit 1**.
- C. Section 448.095(2)(c), *Florida Statutes*, was renumbered after the original date of the Agreement and this Amendment. Accordingly, references to that statute in Section 35 – **Compliance with E-Verify**, of the Agreement, shall be amended to the revised statutory reference of Section 448.095(5)(c), *Florida Statutes*.

SECTION 3. AFFIRMATION OF THE AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, fees, costs, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable except for the terms as specifically amended herein. To the extent the provisions of this Amendment, **Exhibit 1**, and/or any of the exhibits to the Agreement conflict, this Amendment and the Agreement shall control. To the extent the provisions of this Amendment and the Agreement conflict, this Amendment shall control.

SECTION 4. AUTHORIZATION. The execution of this Amendment has been duly authorized by the appropriate body or official of the District and Contractor, both the District and Contractor have complied with all the requirements of law, and both the District and Contractor have full power and authority to comply with the terms and provisions of this Amendment.

SECTION 5. EXECUTION IN COUNTERPARTS. This Amendment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

SECTION 6. ANTI-HUMAN TRAFFICKING REQUIREMENTS. Contractor certifies, by acceptance of this Amendment, that neither it nor its principals utilize coercion for labor or services as defined in Section 787.06, *Florida Statutes*. Contractor agrees to execute the affidavit, in a form acceptable to the District, in compliance with Section 787.06(13), *Florida Statutes*.

SECTION 7. EFFECTIVE DATE. This Amendment shall be effective as of the day and year first written above.

[Signature page follows.]

IN WITNESS WHEREOF, the Parties execute this Amendment to be effective the day and year first written above.

**CANOPY COMMUNITY DEVELOPMENT
DISTRICT**

DocuSigned by:

Jason Chazvini

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Chairperson, Board of Supervisors

TRULY TAILORED LANDSCAPING, LLC

Signed by:

Taylor True

By: Taylor True

Its: Owner/President

Exhibit 1: Revised Work

Exhibit 1
Revised Work

[Begins on following page.]

Canopy CDD Landscaping Scope of Work

Mowing Schedule: 22 cuts per year

- January – February: (1) cut a month
- March – June: (2) cuts a month
- July – August: (3) cuts a month
- September – October: (2) cuts a month
- November – December: (1) cut a month

AREAS SHADED IN BLUE

1. **Welaunee Blvd:**

Location Description: From the intersection with Fleischmann Rd to the roundabout with Dempsey Mayo.

Scope:

- a. Cut grass from edge of Right of Way to Edge of Right of Way (3' ft. beyond the edge of the multi-use trail on both sides of the road and medians).
- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands (median) and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks and multi-use trails.
- f. Special attention to be given to the entrance sign area (at Fleischmann and Welaunee Blvd Intersection) flower beds to ensure they stay maintained and weeds do not get overgrown.

2. **Fleischmann Way:**

Location Description: From the intersection with Fleishmann Road to intersection with Crestline Road.

Scope:

- a. Cut grass from edge of Right of Way to Edge of Right of Way (Back edge of sidewalk on North side butting up to District 850 and maintain up to silt fence/ brush line on south side of road)
- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands (median) and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks and multi-use trails.

3. **Crestline Road:**

Location Description: From the intersection with Welaunee Blvd to the entrance to the Canopy Clubhouse.

Scope:

- a. Maintain from edge of Right of Way to Edge of Right of Way

Canopy CDD Landscaping Scope of Work

1. Includes: (On East/North side of Crestline maintain to property lines of commercial properties and home sites. On West/South side of Crestline maintain to property lines of (Grove = Maintain to edge of Grove's Flower Beds) and (Arbor apartments = Maintain to wall/fence of their property). Also maintain the median as well as flower beds separating on street parking
 2. On Crestline North of the FGT Gas line cut ROW to 2' ft. off back edge of sidewalk on west side of the road and on east side of the road cut to back edge of the multi- use trail which abuts the green space between the clubhouse and the homes in Unit 3.
 - b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
 - c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
 - d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
 - e. Remove Trash & Debris from roads, sidewalks and multi-use trails.
4. **Fontana Lane:**
Location Description: Between Education Way and Crestline Road.
- Scope:
- a. Cut grass on south side of the road (abutting the pond). Maintain 5' ft. beyond the rear edge of the sidewalk.
 - b. Edging the Curb and Sidewalk,/ Blowing off Roadway, Curb and Sidewalk (once every other week).
 - c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
 - d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
 - e. Remove Trash & Debris from road, sodded/grassed areas & sidewalks.
5. **Fontana Pond:**
Location Description: Located between Fontana Lane and Arbor Apartments
- Scope:
- a. Maintain grass/sodded areas
 - b. Edging and Weed Eating of the trail around the pond (once every other week).
 - c. Weed Eating of the Flower Beds regularly (Pull weeds as needed once every other week)
 - d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
 - e. Remove Trash & Debris
 - f. Special attention to be given to the island at the intersection with Fleischmann Lane and trimming/ maintenance of the Crepe Myrtles in that flower bed so as to not prevent line of sight/ prevent obstruction of traffic path.
6. **Education Way:**
Location Description: From the intersection with Welaunee Blvd to the dead end next to the Gas Line.

Canopy CDD Landscaping Scope of Work

Scope:

- a. Cut grass from edge of Right of Way to Edge of Right of Way (3' ft. beyond sidewalk on East side and maintain up to fence of Arbor apartments on west side of road)
- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks and multi-use trails.

7. **Canopy Clubhouse:**

Location Description: On the north end of Crestline Road where it crosses the FGT Gas line.

Work at the clubhouse must be done first thing in the morning and must be done on a weekday to avoid working when clubhouse has higher usage.

Scope:

- a. Cut Grass inside and outside of the fence
- b. Edging the Curb, Sidewalk, Multi-use Trail, and transitions from Sod to hard surfaces in the clubhouse/ Blowing off Parking Lot, Curb, Sidewalk, Multi Use Trail, Pool Deck (once every other week).
- c. Weed Eating of Flower Beds (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks, playground, pool deck, tennis courts and multi-use trails.

Canopy CDD Landscaping Scope of Work

AREAS SHADED IN ORANGE

1. **Common Area in Unit 1:**

Location Description: A) Common Area at the corner of Sweet Ridge and Crestline, B) Access Easement to stormwater ponds, C) CDD Common Area behind homes on Sunset Peak Dr., D) the alleyway serving homes on Crestline

Scope:

- a. Maintain grass/sodded area
- b. Edging the Curb, Sidewalk and Cluster Mailbox area/ Blowing off Roadway, Curb, Sidewalk and Cluster Mailbox area (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week).
- d. Prune Shrubbery/ Hedges Twice per year in the flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris
- f. Also maintaining sodded/grassed area on the West side of the alleyway that is located between Crestline Road and Julieanna Lane.

2. **Welaunee Blvd:**

Location Description: From the roundabout with Dempsey Mayo to the north.

Scope:

- a. Cut grass from edge of Right of Way to Edge of Right of Way (3' ft. beyond the edge of the multi-use trail on both sides of the road.
- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week).
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks and multi-use trails.

3. **Dempsey Mayo:**

Location Description: From the Roundabout with Welaunee Blvd to the south to where Dempsey Mayo currently dead ends at the entrance to Unit 5 of Canopy.

Scope:

- a. Cut grass from edge of Right of Way to Edge of Right of Way (3' ft. beyond the edge of the multi-use trail on both sides of the road and medians.)
- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- c. Weed Eating of Flower Beds (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands (medians) and flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks and multi-use trails.

4. **Common Area in Unit 5:**

Canopy CDD Landscaping Scope of Work

Location Description: A) Common Area between Dempsey Mayo and Welaunee Boulevard and Sweet Valley Heights, B) Common Area between Sweet Valley Heights and Sweet Meadow Vista, C) Common Areas between Block D-Lot 13 and Block D-Lot 14 and between COT Pump Station and Block D-Lot 19, D) Right of Way north of Broadmore Lane, E) Cluster Mailbox Area, F) Common Areas on Ardmore between Block B-Lot 8 and Block B-Lot 11.

Scope:

- a. Maintain grass/sodded area
- b. Edging the Curb, Sidewalk and Cluster Mailbox area/ Blowing off Roadway, Curb, Sidewalk and Cluster Mailbox area (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris

**Canopy CDD
Landscaping Scope of Work**

AREAS SHADED IN RED

1. **Crestline Road:**

Location Description: Current unfinished portion of Crestline Road North of the Canopy Clubhouse (at the planned intersection of Dempsey Mayo).

Scope:

- a. Maintain from edge of Right of Way to Edge of Right of Way
- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the landscape islands and flower beds.
Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris from roads, sidewalks and multi-use trails.

**Canopy CDD
Landscaping Scope of Work**

AREAS SHADED IN GREEN

1. Common Area in Unit 4:

Location Description: All currently turfed Common Areas East of Holy Comforter, South of Block A-Lots 1-3, West of Dempsey Mayo, and North of the Miccosukee Greenway Park, including (2) Cluster Mailbox Areas, and (2) cul-de-sac islands on Meadow Vista Lane.

Scope:

- a. Maintain grass/sodded area
- b. Edging the Curb, Sidewalk and Cluster Mailbox area/ Blowing off Roadway, Curb, Sidewalk and Cluster Mailbox area (once every other week).
- c. Weed Eating of Flower Beds regularly (Pull weeds as needed once every other week)
- d. Prune Shrubbery/ Hedges Twice per year in the flower beds. Additional Pruning of Shrubbery/ Hedges done as needed to maintain shape.
- e. Remove Trash & Debris

**Canopy CDD
Landscaping Scope of Work**

AREAS SHADED IN YELLOW

1. **Dove Pond Dam and Trail:**

Location Description: Southeast portion of Dove Pond and Trail.

Scope:

- b. Edging the Curb, Sidewalk, Multi-use Trail/ Blowing off Roadway, Curb, Sidewalk and Multi Use Trail (once every other week).
- e. Remove Trash & Debris from and multi-use trails.

As of: 3/1/25

CDD Lawn Care			
Year Scope Area Added	Color on Map	Price Initial Year (per Month)	Current Year Price (per Month)
2021	Blue	\$ 8,250.00	\$ 8,000.00
April 2023	Orange	\$ 5,850.00	\$ 5,500.00
March 2024	Red	\$ 400.00	\$ 450.00
March 2024	Green	\$ 1,450.00	\$ 1,450.00
November 2024	Yellow	\$ 900.00	\$ 840.00
		Total per Month	\$ 16,240.00

Pine Straw						
Year Scope Area Added	Color on Map	# of Bales	Price Material & Labor Per Bale	Times per Year	Total Cost	
2021	Blue	1365	\$ 7.00	1	\$ 9,555.00	
April 2023	Orange	787	\$ 7.00	1	\$ 5,509.00	
March 2024	Red		\$ 7.00	1	\$ -	
March 2024	Green		\$ 7.00	1	\$ -	
November 2024	Yellow		\$ 7.00	1	\$ -	
Street Trees						
E Street Trees (Unit 1)	N/A	19.33	\$ 7.00	1	\$ 135.33	58
E Street Trees (Unit 3)	N/A	15.33	\$ 7.00	1	\$ 107.33	46
Y Street Trees	N/A	26.33	\$ 7.00	1	\$ 184.33	79
N Street Trees	N/A	1.67	\$ 7.00	1	\$ 11.67	5
M Street Trees	N/A	5.67	\$ 7.00	1	\$ 39.67	17
Total Cost					\$ 15,542.33	On Going

