

Minutes of Meeting
Canopy
Community Development District

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Wednesday, August 13, 2025 at 6:00 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
Laura Kalinoski	Lifestyle Director
Sue Barlow	HOA
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 6:04 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Several residents asked about the cleanup of the garbage in Dove Pond, removal of dead trees and vehicles driving behind houses to fish in Dove Pond.

Residents reported that commercial trucks hauling dirt were not covered as they should be and not obeying traffic laws.

A resident asked about plans to deal with the midges.

A resident asked for clarification of the O&M assessment and debt service assessment on the tax bills.

Mr. Brady joined the meeting during this item.

August 13, 2025

Canopy CDD

A resident stated there are a massive amount of weeds everywhere at the entrance to Canopy and in the roundabouts. The trees that are on the edge of the roundabout hang over the white lines on the road.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of Minutes of the June 12, 2025 Meeting**
- B. Balance Sheet as of June 30, 2025 and Statement of Revenues and Expenditures for the Period Ending June 30, 2025**
- C. Allocation of Assessment Receipts**
- D. Check Register**
- E. Ratification of Agreement for Use of Aquatic Facilities with United Swim Club**

On MOTION by Mr. Brady seconded by Mr. Ghazvini with all in favor the consent agenda items were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals

- A. Weed Control Services**
- B. Integrated Pest Management Services**

Mr. Ghazvini outlined three proposals he received and was authorized to negotiate the contract price to \$75,000 and if unsuccessful then it will be on the next agenda.

- C. Amenity Management Services**

Mr. deNagy stated this has been discussed by residents in the past about having people go through the amenity center, look for issues, identify issues before a resident finds an issue. Lewis Property Management has been coming through the last few months and they identify issues and they are reporting them to staff. I was provided a proposal from Lewis Property Management to provide these services three times a week and forwarded that to District Counsel. District Counsel redrafted that agreement in the District's contract and that is what you see in your agenda package. The second part of the agreement is pool monitoring and that was going to be Sue's time to come here and be pool monitor the hours outlined in the agreement.

This agreement is a starting point for the board to discuss what level of service you want to see at this amenity. There is a little overlap in the field operations scope of services that I provided. Just keep that in mind. Field operations just like amenity services, you decide the level

August 13, 2025

Canopy CDD

of services you want to have. If you want them separate you can do that if you want them to overlap you can do that. These are discussion items for the board to give staff direction on this.

After discussion of responsibilities of the amenity center staffing pool monitor and field operations along with the level of service for each the board took the following action, which included management in lieu of pool monitoring type services.

On MOTION by Mr. Brady seconded by Mr. Durie with all in favor district counsel was authorized to prepare an amenity center management contract scope of work in an amount not to exceed \$18,000.

On MOTION by Mr. Brady seconded by Mr. Ghazvini with all in favor staff was authorized to seek proposals for field management services in an amount not to exceed \$30,000.

FIFTH ORDER OF BUSINESS

Discussion of:

A. Amenity and Facility Rental Policies, Resolution 2025-09

Mr. deNagy stated you may recall there was a discussion at the last board meeting with a request to bring back a discussion around the number of guests permitted at the facility. Right now your policies say up to 4 guests. There was a request to consider expanding that.

After discussion the board took the following action.

On MOTION by Mr. Ghazvini seconded by Mr. Brady with all in favor the number of guests per household was increased to six.

B. Field Operation Scope of Services

This item taken earlier in the meeting.

C. Gym Furniture and Equipment

Mr. deNagy stated the bench in the gym needs to be replaced I'm bringing these proposals to you to approve.

August 13, 2025

Canopy CDD

On MOTION by Mr. Thomson seconded by Mr. Ghazvini with all in favor the proposal from Fitness Pro in the amount of \$524.00 was approved.

Mr. deNagy stated there has been several requests for furniture in the gym, specifically cubbies, storage bench, and in the absence of staff I am coming to you for direction. If you want to give us a not to exceed number of \$1,500 to get the furniture we will do that.

On MOTION by Mr. Thomson seconded by Mr. Durie with all in favor staff was authorized to purchase the cubbies and storage bench for the gym in an amount not to exceed \$1,500.

SIXTH ORDER OF BUSINESS

Fiscal Year 2026 Budget Matters

A. Overview of Budget

Mr. deNagy gave a general overview of the proposed fiscal year 2026 budget and stated we can have a discussion with the board then open the public hearing and allow the residents to provide comments to you and we will close the public hearing and consider the resolutions. We will also have a budget deficit funding agreement with the developer to fund anything above the assessments.

Mr. Durie stated the expenditures on activities is for the lifestyle events.

Mr. deNagy stated correct, the \$39,000 is the cost to put on the various events.

Mr. Durie asked does the assessments coming in from the tax rolls include Unit 8 apartment?

Mr. deNagy stated that is the direct collection. I had a discussion with district counsel earlier today and that assessment amount for the apartments needs to go back down to \$58,342 to match the current level of assessment. We didn't notice an assessment increase.

The other thing we need to do is on the POA cost share there is \$146,550, it is my understanding that the POA is not assessing three of the lots that are undeveloped which means the CDD is not collecting from those pursuant to the POA-CDD agreement. We need to back that revenue out of the POA cost share bring the apartment revenue down to the current level and increase the developer contribution in kind. We are not making reductions to the total revenues; we are shifting those funds around to developer contributions.

August 13, 2025

Canopy CDD

Mr. Durie stated there has been a request from the community for doggie stations and someone is going to have to empty that. Also Truly Tailored said he would do it but it is not in his contract. It is \$1,800 for six and that includes bags. I don't know about installation and if takes a contractor to put them in.

Mr. deNagy stated what I typically see for this is either your landscape contractor does it because they are the ones going around and they are here onsite throughout the week and there are usually two pick up periods, before and after the weekend, or you outsource it. Those are typically a little more pricy because they have to come in here and do it.

Mr. Asbury asked you would want money added to the budget?

Mr. Durie stated shifted, reallocate and there is money in the budget, we just need to put it as an expense. We would have to get him to modify his statement of work to include it on his SOW but that is what he verbally told a resident. I didn't talk to him. It is something the community could use.

Mr. Ghazvini stated if he is willing to do it then I don't have an objection.

Mr. deNagy stated if you want to allocate funds from repair and maintenance to purchase the doggie stations we can do that. We will get confirmation from Taylor.

B. Public Hearing

On MOTION by Mr. Ghazvini seconded by Mr. Thomson with all in favor the public hearing was opened.
--

A resident stated it would be a good idea if we set an amount of money with a cap to do minutia kinds of things so that it doesn't take us four months to get things accomplished such as the cubbies. We need a line item for small things so we don't have to go to the board it would expedite a lot of issues.

Mr. Thomson explained we just approved a scope to get a proposal for a Field Operations Manager. We are working towards that.

On MOTION by Mr. Durie seconded by Mr. Brady with all in favor the public hearing was closed.

August 13, 2025

Canopy CDD

C. Consideration of Resolution 2025-06 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

Ms. Kilinski stated there are two resolutions in your agenda, because we are not proposing to increase assessments or have a separate hearing on the assessments, there is one public hearing and it is on the budget. The first resolution relates to the annual appropriation and will formally adopt the budget and gives direction to staff to put it on the website and transmit it to Leon County.

On MOTION by Mr. Ghazvini seconded by Mr. Thomson with all in favor Resolution 2025-06 was approved.

D. Consideration of Resolution 2025-07 Imposing Special Assessments and Certifying an Assessment Roll for fiscal Year 2026

Ms. Kilinski stated the second resolution relates to the imposition of the non-ad valorem special assessment to secure the budget you just approved. It makes certain findings regarding the assessment process. Corbin's office will certify an assessment roll to Leon County tax collector for collecting the assessments on the tax bill for those lots that are platted and the direct bills will go out pursuant to that direct bill section 3 dates.

Mr. Durie asked would this be the appropriate for the apartment site assessment change?

Ms. Kilinski stated when we were looking at the assessment table whenever you propose an increase in assessments it triggers a mailed and published notice to the landowners affected by an assessment increase. We never noticed any increase beyond the \$58,000 from last year so we will need to keep that the same this year. It doesn't mean you can't increase it next year.

Mr. Durie stated that is the \$58,000. What is the \$74,000?

Mr. de Nagy stated it was a calculation on our spreadsheet it needs to go back down.

On MOTION by Mr. Thomson seconded by Mr. Brady with all in favor Resolution 2025-07 was approved.

E. Budget Deficit Funding Agreement

Ms. Kilinski stated this is the same form of deficit funding agreement we have had the last several years. There is a line item in the budget for developer funding the deficit between what the assessments will realize and what is needed for your overall expenditures. This is the funding source for security for that funding.

August 13, 2025

Canopy CDD

On MOTION by Mr. Brady seconded by Mr. Durie with all in favor the fiscal year 2026 budget deficit funding agreement with Ox Bottom Mortgage Holdings, LLC was approved.

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

Ms. Kilinski stated just a reminder that your Form 1 is past due but you should be getting reminders from the Commission on Ethics if you haven't filed it yet. You can go on the Commission on Ethics website and confirm that they received your filing.

By the end of this year you will have to complete your four hours of ethics training. We recirculated that memo about six weeks ago.

B. Engineer

There being none, the next item followed.

C. Manager**1. Discussion of Fiscal Year 2026 Meeting Schedule**

Mr. deNagy stated we have discussion of the fiscal year 2026 meeting schedule. What you see in the agenda package is a continuation of what we have been doing, meeting every other month. We talked at prior meetings about moving to eight meetings. I suggest if it is something you are interested in would be to meet in October, November, skip December, January, March, May, June, July and August. The only caveat is what you see is the second Thursday at 1:00 p.m.

Mr. Thomason stated I work out of town on Thursdays. Is the board open to meeting on Wednesdays and do some of them in the evening. I cannot attend any Thursday meetings.

Mr. deNagy stated right now you only have one evening meeting. The idea was for budget adoption you have the most amount of people here.

After discussion the board took the following action.

On MOTION by Mr. Ghazvini seconded by Mr. Brady with all in favor the fiscal year 2026 meeting schedule was approved reflecting the following meetings on the second Wednesday on the following dates and time: October 8, 2025, November 12, 2025, January 14,

August 13, 2025

Canopy CDD

2026, March 11, 2026, at 1:00 p.m. and May 13, 2026, June 10, 2026, July 8, 2026, August 12, 2026 at 6:00 p.m.

2. Goals and Objectives

Mr. deNagy stated this is an annual requirement and an annual reporting form and we go through and check whether or not we achieve those goals. These are largely compliance based.

On MOTION by Mr. Durie seconded by Mr. Ghazvini with all in favor the goals and objectives for fiscal year 2026 were approved.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests

A resident stated several meetings ago we discussed having pet stations on property. Taylor has offered to pick up the bags, dispose of them and put in new bags if the CDD would install the pet stations. It was discussed but left out of the minutes.

Mr. Durie explained it was brought up in this meeting and we approved putting in pet stations.

A resident said that in the agenda there is a time in the beginning to discuss things on the agenda. When we get to that item and are discussing it, and it doesn't cover the full scope of what was discussed at the previous meeting, we are not allowed to talk to you about it. How are we supposed to know that the full scope is not going to be discussed until you discuss it? When we talked at the last meeting about the number of guests and being able to have small parties or rent an area. You asked me to send you a proposal that a group of us had put together many times over the years, which I did, but again we get to the topic and the whole thing was not discussed. We need a plan where people can rent space at a cost with a hold harmless agreement, insurance policies because that is what was advertised to us when we bought here, that is what we were told we were going to be able to have. Now we can have a get together and bring in six people, not just four. If we want to reserve an area we have to rent it for the same number of people that we can bring in whenever we want to bring them in. We need to have a proposed plan of renting facilities. I have copies of it if you don't have it but I have sent it to the board on numerous

August 13, 2025

Canopy CDD

occasions. It needs to be addressed. We have lost a lot of -people because of the hour but this is what the residents want. They want to be able to have a birthday party for their kid and reserve the small gazebo and have 15 kids and pay \$250 and if I want those kids in the pool I agree to pay to have a lifeguard here. There is no reason we can't do that.

` Mr. Thomson asked what is going on with the cracks in the pool?

Mr. Ghazvini stated we had three companies come out and look and I should have a proposal from the two major companies that do repairs. In the meantime they told us to work with somebody like Gulf Coast Leak detection. They came and did a test and found some areas that did have leaks in the pool and did go in and filled those voids. Some were around drains, the crack in the middle of the pool. Those are not the end all be all fix. That was a fix to try to prevent any other leak and prevent more deterioration in those locations. I need to get those two proposals and give them to Corbin and we as a board can consider those.

Mr. Thomson asked is it fair to say it is stable?

Mr. Ghazvini stated Gulf Coast Leak detection said they can't guarantee what is under the concrete but from their perspective they said the cracks in the pool we do see them in large community pools regularly. You can do what you are doing here, which is this fix right now but if you want to ensure there is no leakage you would have to go the whole nine yards and do a bigger repair.

A resident asked did you check on insurance with the pool builder?

Mr. Ghazvini stated we passed that on to district staff.

Ms. Kilinski stated we looked at it but I thought it was done. We had already had a report that said just the caulk was going to fix it so I stopped doing more research.

Mr. Ghazvini stated it fixed the leak. In regard to fixing the crack that is there, now. It is not a permanent fix.

Ms. Kilinski stated unfortunately, we have had some design defect or construction defect issues especially with pools with curves. We can look at it. It is past the warranty deadline on the regular warranty, but if there was a construction or design defect that would be more of having somebody out to look at it, like a pool contractor expert, a pool engineer. Wet Engineering does most of the engineering pool work in Jacksonville.

August 13, 2025

Canopy CDD

Mr. Ghazvini asked is there someone you can recommend? I know the two companies are out of Jacksonville. I don't know if either one is an engineer expert or something of that nature for pools.

Ms. Kilinski stated we can get a proposal from a couple to look at it.

Mr. deNagy stated to be clear when we talked about the warranty issue we agreed that it was about \$1,000 for this repair I didn't want district counsel spending more time thinking this is only \$1,000 we aren't going to file a claim for \$1,000.

Ms. Kilinski stated if there is a larger crack that is going to be a continuing issue then it is probably worth getting an engineer to look at it and determine why it is happening.

Mr. Thomson stated let's get someone who is an expert in determining the cause.

A resident stated I am an owner and am a head tennis professional for the last 15 years and have been offering some classes in tennis and pickleball. The facility here is a perfect set up to provide some opportunities to teach juniors and adults tennis and pickleball. I want to give you a proposal if possible.

On MOTION by Mr. Asbury seconded by Mr. Ghazvini with all in favor the agenda was amended to hear the tennis/pickleball proposal.

A resident gave a presentation of proposed programming for tennis and pickleball by certified and fully insured instructors and stated we have all the equipment that is needed for the instructions.

Mr. Brady asked would it be appropriate if we want to pursue something like this he would need to work with staff to make sure it would work for us.

Mr. deNagy stated you would have a formal proposal, a license agreement, stipulate all the insurance requirements, waivers, etc. and the board would approve the license agreement with all the details.

Mr. Brady moved to authorize staff to work with Elite on a detailed proposal for tennis and pickleball lessons to be considered at the next board meeting.

August 13, 2025

Canopy CDD

Mr. deNagy asked does the board have any suggestions on revenue sharing? Some districts require a revenue share to help offset the costs of the additional use of the facilities.

Mr. Thomason stated we didn't charge that to United Swum Club but would discuss it after the first year to see if made any sense.

Mr. deNagy stated I don't want that to be the hangup so we are not talking about revenue share, the only thing the district will do is a license agreement authorizing the use of the facility given this time constraint. If there are no issues then I think we can move forward and bring that back to the next board meeting.

Mr. Brady stated based on the first year's performance there may be some adjustments based on the wear and tear issues.

Mr. Durie seconded the motion and with all in favor the motion passed.

TENTH ORDER OF BUSINESS**Next Scheduled Meeting – To Be Determined
at the Canopy Amenity Center**

Mr. deNagy stated our next schedule meeting is October 8th at 1:00 p.m.

On MOTION by Mr. Asbury seconded by Mr. Tomson with all in favor the meeting adjourned at 8:41 p.m.

Signed by:



9C8879D789D84CC...

Secretary/Assistant Secretary

DocuSigned by:



172B7269F53E4A8...

Chairman/Vice Chairman