

Minutes of Meeting
Canopy
Community Development District

The regular meeting of the Board of Supervisors of the Canopy Community Development District was held Wednesday, October 8, 2025 at 1:01 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
Steve Durie	Supervisor
Toby Thomson	Supervisor

Also present were:

Corbin deNagy	District Manager
Mary Grace Henley	District Counsel
Laura Kalinoski	Lifestyle Director
Sue Barlow	HOA Property Management
Oliver Foreman	Elite Junior Tennis
Tim Miles	Lake Doctors
Several Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 1:01 p.m., called the roll and gave an overview of the agenda and outlined each item.

SECOND ORDER OF BUSINESS

Public Comment Period

Several residents voiced the same complaints and concerns about the unsightly condition of the retention pond and the abundance of midge flies to the point of being unable to open their front doors, people drive and park on private property and fish in the pond, no drivable access to Dove Pond, need no trespassing signs or a fence to deter parking, public participation resolution,

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of Minutes of the August 13, 2025 Meeting

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- B. Balance Sheet as of August 31, 2025 and Statement of Revenues & Expenditures for the Period Ending August 31, 2025**
- C. Allocation of Assessment Receipts**
- D. Check Register**

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

FOURTH ORDER OF BUSINESS

Consideration of Proposals

A. Field Operations

1. Consideration of Agreement for Field Operations Management Services

Mr. deNagy stated at the last meeting I was directed to get proposals for field operations. We looked at one day a week, two days a week, three days a week and reached out to four companies and received two proposals. GMS bid on this and I asked that all the companies send their bids to district counsel instead of to me. It is a work authorization from GMS to add field operations because we already have a district management agreement.

Mr. Thomson stated my preference is to go with GMS, they are already familiar with our property, we are at a point where we need somebody onsite to be a connection between the CDD, developer and City of Tallahassee. One day a week should be sufficient, and we can always expand it.

Ms. Henley stated there is a preliminary form of agreement in your agenda package that includes the standard 30-day termination provision.

Mr. Durie stated I was leaning towards GMS as well but I suggest that we start with one day a week for a 90-day evaluation period and that will take us into the first quarter of the next year and see if we need to change that from one to two days per week. I want to have a task list and hours by area of concern, ponds, amenities, landscape cleanup, signage, whatever it is. I am open to expanding that to two days a week if the need and budget allow.

On MOTION by Mr. Thomson seconded by Mr. Ghazvini with all in favor the agreement with GMS for field operations management services for one day a week service in the amount of \$20,000 was approved to be reviewed at the January meeting.

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The next item taken out of order.

A. 5E: Consideration of Entering into Agreement with Premier for Maintenance of Dove Pond

Ms. Henley stated the land around Dove Pond is still owned by Dove Pond LLC, the water of Dove Pond is owned by the district. When we talk about treating the midge flies or if there are erosion issues or sod issues around the pond the responsibilities for that are a little bit murky. My understanding is that Premier has basically been providing maintenance services for Dove Pond. We are talking about memorializing that agreement, putting something in writing because the district does own the water and has some responsibility and liability for the pond. If someone else is maintaining it we want that in writing. We were going to ask for authorization move forward with that. My understanding is that this has been provided by Premier, it wouldn't be at an additional cost to the CDD but we have to talk about that. The reason we want to move the midge flies and tree removal is because if you are going to outsource maintenance of the ponds to Premier we want to talk about whether we want those services to run through Premier or if the CDD wants to contract directly for those services.

Mr. Thomson asked when does that land get conveyed to the district?

Ms. Henley stated when construction is all done. I don't know the timeline.

Mr. Ghazvini stated it will be a little bit of time.

Ms. Henley asked is the board comfortable with Premier continuing to do the services, maintain around the pond as they are now, at no additional charge, we just get an agreement in place saying they are going to do that and if so we would bring back an agreement to the next meeting for you to look at. In the meantime, we have to figure out what to do with the midge fly proposals. Do you want to wait until we figure out what we are doing with Premier or do you want to go ahead and approve that now and have the CDD contract for it directly?

Mr. Ghazvini asked what is the positive and negatives of each?

Ms. Henley stated the midge fly proposals are on the agenda so we would be able to approve it tonight, draft a contract and the work can start sooner. We are limited on how we can use CDD funds to maintain privately owned improvements. It makes things cleaner legally to have something saying that somebody is maintaining that area but because the CDD owns the water, we just want everything in writing of who is doing what while it is still in the transitional period. I would recommend moving forward with a written instrument with Premier that we will

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bring back. If we move forward with one of the midge fly proposals it is probably simpler to have the CDD contract for it but we can do it either way.

Mr. Thomson asked on the maintenance side from the Premier perspective other than cutting the grass and weeds, what else are you doing?

Mr. Ghazvini stated there is an operating permit for Dove Pond, and that includes inspection with a Geotech who inspects the dam and an environmental who inspects the wetlands and vegetation, wildlife and those kinds of things. Those are the two parts to the operating permit. Besides that, it is just inspection of the facilities, checking to make sure nothing is awry. I think probably it is a good thing for the CDD to have a contract with the pond. It puts all this on us, the builder/developer, to do what we are supposed to do per those guidelines. That makes sense.

Ms. Henley stated it protects the CDD.

Mr. Ghazvini stated I know the midge flies are a serious issue. Do we vote on the agreement if it prevents us from voting on the midge fly tonight or did I misunderstand.

Ms. Henley stated I think it is easier at this point to contract directly with the midge fly company. The motion at this point would be to authorize district counsel and a board member to work on this agreement with Premier and bring it back to the board at the next meeting.

On MOTION by Mr. Thomson seconded by Mr. Durie with all in favor district counsel was authorized to work on the agreement with Premier to be considered by the board at their next meeting.

B. Pond Maintenance

Mr. deNagy stated I contacted Lake Doctors and Solitude Lake Management and tasked those companies to go to Dove Pond see what the issues are and give me proposals. What are your proposed solutions to treat midge flies. Solitude proposed fish stocking and that includes application permit processing etc. and the pricing is \$16,279. Next was Lake Doctors and they gave us two proposals, the first is for 5,000-7,000 gambusia minnows and that is \$2,900, next potential solution is Aquabacxt a bacterial larvicide and that came in at \$13,255. This is not a line item in the budget but you have a deficit funding agreement with Premier and should you get to that point where we need funds, we will go to Premier for that.

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On MOTION by Mr. Ghazvini seconded by Mr. Thomason with all in favor the agreement with Lake Doctors for the minnows in the amount of \$2,900 and treatment in the amount of \$13,255 was approved.

Tree Removal

Mr. deNagy stated in response to resident complaints at the last meeting Mr. Ghazvini obtained a quote to remove the trees that had fallen on the pond.

Mr. Ghazvini stated part of it was trees that had fallen, some are trees that are dead and not fallen and some are on the water line that are going to die. I met with three companies, and this company is the only one who wanted to tackle it. This would be the area between the gas line and the dam. The \$2,500 makes sense and is a good price. I can go with the first option but maybe we go with option 2 and give them one day to accomplish as much as they can.

Mr. deNagy stated I can meet with them onsite and it sounds like you want the \$2,500 and I can meet with him to see how many he can get in one day.

On MOTION by Mr. Ghazvini seconded by Mr. Thomson with all in favor the proposal from Miller's Tree Service for \$2,500 to remove the dead oak and four fallen gum trees was approved and up to a total of \$4,500 to get all the trees they can.

Mr. Thomson left the meeting at this time.

Weed Control

Mr. deNagy stated this is more for your information at this point but it shows a summary of the proposals from the three different companies that Chairman Ghazvini obtained. We were going to move forward with the Massey proposal because that is under the \$75,000 authorized but this information just came in the last couple of days. I summarized it for you and will work with District Counsel to draft a standard license agreement and have Chairman Ghazvini sign off on that and get Massey to sign off on that and bring it back for ratification at the next meeting.

FIFTH ORDER OF BUSINESS

Consideration of:

A. License Agreement with Elite Junior Tennis

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Mr. Forman stated I put together a list of what we can offer for tennis and pickleball lessons for individuals and clinics. In order to build some of these programs I suggest charging a nominal fee for non-residents that would go to the district. There are times a student will want his best friend to learn who does not live in the district.

Mr. Durie asked is there exposure if someone gets injured or does his insurance policy going to over that?

Ms. Henley stated the CDD has to be an additional insured on their policy. We also have indemnification provisions so anything that arises out of the lessons, whether it is resident or non-resident they are going to agree to indemnify the district.

Mr. Durie asked is there revenue share?

Mr. deNagy stated at the last meeting I asked that question and the board said no revenue share.

Mr. Durie stated if it is non-residents participating there would be a revenue share.

Ms. Henley stated we will put that in the agreement.

On MOTION by Mr. Durie seconded by Mr. Ghazvini with all in favor the license agreement with Elite Junior Tennis was approved with a limit of no more than 10% non-resident participation.

B. Resolution 2026-01 Adopting Amendment to Amenity Policies

Mr. deNagy stated at the last meeting we did an update from four to six guests and after the meeting we got a couple of updates from Lewis Property Management. District Counsel took those suggestions and made other changes with language that is consistent. There are a number of redline changes that are getting your policies more in line with what we are seeing in districts now. There were no substantive changes.

Ms. Henley reviewed the changes to the amenity policies and stated you didn't have any lake and pond policies so we added some and as the policies were written fishing is not allowed in any district ponds.

Mr. Durie stated a lot of people who live here were told they can't fish but there are a lot of people who don't live here who fish. Based on these rules nobody can fish or put a boat on the water.

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Ms. Henley stated considering you don't have any onsite staff I don't know how you would enforce it.

Mr. deNagy stated non-resident fishing is a problem in every district. The difficulty is enforcement and the success we have had in Southwood is physical barriers.

Mr. Durie stated I think we have to create some type of barrier otherwise they will keep coming. The signs did not stop them. I think we have to agree to no fishing which we all agreed to when we bought our homes.

On MOTION by Mr. Durie seconded by Mr. Ghazvini with all in favor Resolution 2026-01 was approved.

Ms. Henley stated this is an agenda item specifically but since we are talking about fishing, it sounds like there might be interest in potential fencing and that would be a separate issue outside the policies if you want to get proposals for fencing. You can give direction to get proposals at this meeting and vote on it at another meeting.

Mr. Durie stated get proposals on barriers in the hot spots to block access to vehicles to the ponds. Between a house and the lift station is one and at the top of Ardmore.

Mr. Ghazvini stated that is a city easement too, that is not just our easement. It is a main electrical transmission line. I don't know what the city is going to say if we fence that.

Mr. deNagy stated I will see if I can get a proposal.

C. Resolution 2026-02 Adopting Spending Authority

Mr. deNagy stated Resolution 2026-02 is adopting a spending authority. This is fairly standard language that I see in districts and aligns with what I see the Board wanting, more ease of transaction to allow things to happen outside of a meeting. It gives the Amenity Manager and Field Manager authority to spend up to \$2,500. An example is the bench. Fitness Pro gives you a proposal for \$500 this policy will allow the Amenity Manager to get a bench.

Ms. Henley stated the invoices would be ratified at the next meeting, it is not like things are happening and Supervisors wouldn't know about it. It would just be after the fact. The District Manager has up to \$5,000, the Amenity and Field Manager has approval of \$2,500 and there is also emergency authorization procedures which are very specific.

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On MOTION by Mr. Ghazvini seconded by Mr. Durie with all in favor Resolution 2026-02 was approved.

D. Report from Engineer on Pool Condition and Discussion for Remedies of Same

Mr. Ghazvini having an ownership in Baycrest, the company that did the buildout of the clubhouse read into the record the form 8b conflict of interest.

Mr. deNagy stated at the last meeting you gave me direction to work with the pool contractor to see what is going on with the crack area. In your agenda package is the draft report prepared by Ursin Aquatic Solutions. I met August Ursin here at the pool and explained what was going on and he provided this draft report. The short of it is from what he saw from his vantage point he listed the most likely cause being the change in shell weight at the zero entry. He provided recommended next steps, some of which are technical and I reached out to get some help and guidance on this and I am waiting to hear back from him. If I don't hear back from him I will reach out to another pool contractor.

Ms. Henley stated the goal is to get Baycrest, the pool contractor and everybody to come out here and figure out what needs to be done. If the CDD does eventually have a construction or design defect claim there are certain steps required to preserve those rights. We need to issue notices to Baycrest and the architect to put them on notice there is a potential claim. We would not be making a monetary demand we would not be making any sort of pre-suit demand, nothing like that, it is basically if something goes downhill and the CDD does have to make a claim against one of these firms, we haven't waived that right. This is a standard construction defect saying it is under Chapter 550, Florida Statutes. I am asking for authorization to issue those notices, but we are not making any demands just saying we have this report that says something is wrong with the pool. To the extent this is your fault we are saying we have the right to make a claim in the future and you can't tell us it is too late.

On MOTION by Mr. Durie seconded by Mr. Asbury with three in favor and Mr. Ghazvini abstained from voting due to a conflict of interest district counsel was authorized to notice the architect and Baycrest.

E. Consideration of Entering into Agreement with Premier for Maintenance of Dove Pond

This item taken earlier in the meeting.

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F. Resolution 2026-03 Redesignating Principal Headquarters and Location of Local District Records Office

Mr. deNagy stated two meetings ago we updated the agreement that you had with GMS Central Florida to GMS North Florida and this is a cleanup item updating it to the North Florida office.

On MOTION by Mr. Ghazvini seconded by Mr. Asbury with all in favor Resolution 2026-03 was approved.

G. Resolution 2026-04 Consideration of Update to Public Participation Policy

Mr. deNagy stated Resolution 2026-04 updates the public participation policy.

Mr. Durie stated I agree there should be more participation, I think there is a lot of insight that can be gained from the residents. I don't think we have to open the floor to every single motion but if it affects the community I believe it is a good idea but we have to limit the time because we are all on the clock, a minute should be the maximum.

Mr. Asbury asked can we open it up right before or after we discuss a specific item?

Mr. deNagy stated you can do that individually. You can vote to allow.

Ms. Henley stated that is how it should be. It is not me trying to be rude but the point is when we take public comment we have to take all public comments. Right now it is discretionary and when you get to an agenda item such as the midge flies and you have lots of residents here to talk about that, you have the discretion to open another public comment period.

Mr. Asbury asked when do we have to do that?

Ms. Henley stated at any point you can open it. What I thought the proposal was to build in a policy where you have public comments on each agenda item. If you don't want to make that formal change we can keep it discretionary, which is what we just described. You can approve as written.

Mr. Durie stated at the beginning when we are addressing everybody if somebody has a comment on something we are going to vote on if there is a hand up then we are going to allow that public comment. I don't think they are going to comment on benign stuff.

Mr. Ghazvini stated you have to open it to everybody, you can't say Steve raised his hand.

Ms. Henley stated if you open public comment it is all public comment.

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On MOTION by Mr. Asbury seconded by Mr. Durie with all in favor the discussion was open for public comments.

One resident stated he is satisfied.

On MOTION by Mr. Ghazvini seconded by Mr. Asbury with all in favor the public comments were closed.

On MOTION by Mr. Ghazvini seconded by Mr. Durie with all in favor Resolution 2026-04 was approved.

SIXTH ORDER OF BUSINESS

Ratification of Agreement with Lewis Association Property Management, LLC for Amenity Facility Management Services

On MOTION by Mr. Durie seconded by Mr. Ghazvini with all in favor the agreement with Lewis Association Property Management LLC was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Fiscal Year 2025 Audit Engagement Letter with Grau & Associates

On MOTION by Mr. Ghazvini seconded by Mr. Durie with all in favor the audit engagement letter with Grau & Associates was ratified.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Henley stated the only reminder I have is about your ethics training that needs to be completed by December 31st. You will report it on your form 1 that you file next year.

B. Engineer

There being none, the next item followed.

C. Manager – Review of Fiscal Year 2025 Goals & Objectives

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Mr. deNagy stated in going through and looking at our utility bills at the amenity center I noted that tax was being assessed and I worked with the City of Tallahassee and they now have our tax exemption and that utility tax should come off. There is a 36-month look back period and I looked at all the prior charges and if my analysis is correct we are looking at about \$4,700 that would come back to the district.

Taylor reached out and said there is an issue reported by one of his crew members, someone is speeding on Welaunee and I reached out to TPD to see if there was any way to get a police presence on Welaunee and as I came in I saw there is a speed limit sign there and a person was sitting there on Welaunee. The city was responsive.

We have an agreement with Direct TV at the amenity center. In trying to save the district some money we went to Direct TV and they offered an \$80 a month discount for being a long-term member. You will see that savings moving forward.

One of the challenges that we have in our budget is the developer is paying for some things that aren't running through the District and some things are starting to run through the District so we are going to work on that and clean some of those things up. One of the things I asked about was utility accounts, one of which was utility account for the entry sign. That right now is being paid by Premier and I will work with the City of Tallahassee to move that over to the District. It is about \$500 per month. You are going to start seeing these things hit your budget because right now they are hidden in developer contributions.

A resident asked about weeds in the roadbeds at the last meeting. I did work with Taylor on that.

At the last meeting Supervisor Durie asked about authorizing doggie pot stations and we talked about running it through the repairs and maintenance portion of the budget. If you are okay, it is above my spending threshold, if you give me authorization for up to \$3,000 to install those six stations and I will work with Taylor to figure out where he sees they are needed.

On MOTION by Mr. Durie seconded by Mr. Ghazvini with all in favor staff was authorized to purchase and install doggie stations in an amount not to exceed \$3,000.
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The last item is review of your goals and objectives for fiscal year 2025. This is a requirement and every District has to publish performance measures and standards and in the absence of guidance on what the goals need to be these are largely compliance based.

NINTH ORDER OF BUSINESS**Other Business**

Ms. Kalinoski stated I talked to the couple that just moved in about fishing. Sue is here on Friday, Saturday and Sunday and you can reach either one of us by email. We are both very happy to run over here and we can call TPD to help with people at the ponds, we just have to know about it. An update on the shelves, we have a bench, the shelves are being painted, Havana Nights is next Friday and I'm looking for volunteers for the winter social and the kids crafts. All of our contact information is on the bulletin boards.

TENTH ORDER OF BUSINESS**Supervisors Requests**

A resident stated at the last meeting the board voted to change the meeting schedule to have eight meetings a year and they are all at 1:00 p.m. until next May at which point they go to 6:00 p.m. Why did you wait until May to move the time to 6:00 p.m.

Mr. deNagy stated that was approved by the board, Supervisor Thomson had a conflict.

A resident stated I saw a sign about road work starting October 15th. What kind of road work?

Mr. Ghazvini stated I believe it is the City of Tallahassee finishing the asphalt work and striping on the roundabout.

A resident asked can I sit with a couple of you after the meeting rather than tying up the meeting now?

Mr. Ghazvini stated yes.

A resident stated my husband and I came and talked about needing lit markers on the crosswalks and now more people are walking I have noticed two close calls with cars zipping through the roundabouts. Where does that stand?

Mr. Ghazvini stated that is something the city would have to take on.

Mr. deNagy stated the district doesn't get involved in the roads, it would be the City of Tallahassee. If you want to contact me I will point you in the right direction as to who to contact in the city.

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Mr. Durie stated an exception might be if the district has a planting that interferes with the line of sight.

Mr. deNagy stated get with me after the meeting with that location.

A resident stated Jason and I talked about the pond access trail. Is there still a plan to do it?

Mr. Ghazvini stated yes.

A resident asked what time do the lights supposed to go off in the amenity?

Ms. Kalinoski stated it is set for 10 p.m.

A resident asked can we get a fountain in the pond that is stagnant? No one walks on the trail and it would be nice to have a gravel path so more people would use it. We are due for more car burglars. The last ones who were caught by TPD were armed. It would be nice to have a camera on our entrance to see what cars are coming in. TPD had a program and will put in cameras and every car has a reader and anyone on the street at 2 a.m. gets their tag run.

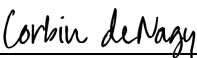
ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – November 12, 2025
at 1:00 p.m. at the Canopy Amenity Center**

Mr. deNagy stated the next meeting is scheduled for November 12, 2025 at 1:00 p.m. in the same location.

On MOTION by Mr. Ghazvini seconded by Mr. Asbury with all in favor the meeting adjourned at 3:48 p.m.

Signed by:



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Secretary/Assistant Secretary

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Chairman/Vice Chairman