

MINUTES OF MEETING  
CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Capital Region Community Development District was held Thursday, April 12, 2018 at 6:30 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

Brian Kelley	Chairman
Eli Nortelus	Vice Chairman (by telephone)
David Ramba	Supervisor
Glenda Herrera-Gray	Supervisor
John Ray	Supervisor

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager - GMS
Sandi Poreda	Communications Consultant
Alex Buss	Bulldog Strategy Group

The following is a summary of the actions taken at the April 12, 2018 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Kelley called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**The Pledge of Allegiance**

Mr. Ray led the Pledge of Allegiance.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

Mr. Nortelus joined the meeting at this time by telephone.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the March 22, 2018 Meeting**
- B. Balance Sheet as of February 28, 2018 and Statement of Revenues & Expenditures for the Period Ending February 28, 2018**
- C. Treasury Report – February 28, 2018**
- D. Allocation of Assessments**
- E. Check Register**

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

**FIFTH ORDER OF BUSINESS**

**Series 2008 & 2011 Bond Refunding Actions**

**A. Resolution 2018-05 Ratifying the Series 2018 Bonds**

Ms. Sandy stated this resolution ratifies the agreements entered into in conjunction with the bond issuances as well as the cost of issuance and the actions by the board and staff in conjunction with the bond issuances. The board previously approved the form of agreements and we have the final executed copies.

On MOTION by Mr. Ramba seconded by Ms. Herrera-Gray with all in favor Resolution 2018-05 was approved.

**B. Consideration of Amended and Restated Disclosure of Public Financing**

Ms. Sandy stated this is the document that Chapter 190, F.S. requires the district to produce and record against the property owners. The district has done it several times before with the previous bond issuances and this updates it with the current bond refinancing. GMS is working on an attachment to this document that lays out all the different assessments. I would ask the board to approve this in substantial form subject to receiving that final exhibit.

On MOTION by Mr. Ramba seconded by Mr. Ray with all in favor the amended and restated disclosure of public financing was approved in substantial form subject to receiving the final exhibit.

**SIXTH ORDER OF BUSINESS**

**Consideration of Agreement with Leon County Tax Collector Regarding 2018 Uniform Method for Collection**

On MOTION by Mr. Ramba seconded by Ms. Herrera-Gray with all in favor the agreement with the Leon County tax collector was approved.

**SEVENTH ORDER OF BUSINESS                      Board Guidance Regarding Fiscal Year 2019 Budget Process**

Mr. Ray asked what is the schedule to start looking at a draft?

Mr. Oliver stated I will bring a preliminary draft to the May 17<sup>th</sup> meeting. The draft will be similar to what we have done the past two years, mirroring the current budget. We will take Board input and incorporate into the proposed budget to be considered at the June meeting. After approval of the proposed budget, the Board and staff can refine the budget before the public hearing in August or September.

**EIGHTH ORDER OF BUSINESS                      Update on Park and Recreational Facilities**

Mr. Kelley stated the parks department will go before the city commission on April 25<sup>th</sup> with their budget as it relates to capital improvements to the overall parks in the City of Tallahassee. As part of that will be a line item of \$500,000 to make improvements to the Southwood park area, the 20 acres previously discussed.

Mr. Kelley read into the record the proposed letter withdrawing the request for the 20 acres if the city commits to development of recreational amenities on the parcel in the near term, copy of which is attached to these minutes.

On MOTION by Mr. Ramba seconded by Mr. Ray with all in favor the letter was approved as drafted and staff was authorized to send the letter to the city.

Mr. Kelley stated Joe Brown recommended that we have Sandi put a note on the website that the meeting will be on the 25<sup>th</sup> so if neighbors are in support of this they will be able to go.

**NINTH ORDER OF BUSINESS                      Discussion Regarding LDR-5 Phase 1**

Mr. Berlin stated they are just breaking ground now.

Mr. Kelley stated as it stands now the HOA has the responsibility for the green space as discussed previously.

Mr. Ramba stated the letter said they will take it if we refuse to.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There not being any, the next item followed.

**C. Dantin Consulting**

There being none, the next item followed.

**D. Communications Consulting**

Ms. Poreda stated as the HOA sets up events we are trying to add them to our website now.

**E. Property Management Report**

**1. All Pro Reports**

A copy of the All Pro reports was included in the agenda package.

**2. Operations Memorandum**

A copy of the operations memorandum was included in the agenda package.

**3. Variance Report**

A copy of the variance report was included in the agenda package.

**F. Manager**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Ramba stated April 26<sup>th</sup> we have POPS in the Park, there is a free party starting at 3:30 p.m. with a bounce house.

I met with the prospective purchaser of the golf course also owns St. James Bay. He is interested in doing some things with the HOA and community similar to what he has done in St. James Bay with discounted activities at the course and eating and supporting the restaurant and upgrade and maintain it. They have another 60 days or so if they close and they are doing their due diligence. If that doesn't happen, separating out the Southwood House that has been a separate parcel and not in the bailiwick of what a CDD does but there are a lot of CDDs that own and operate a golf course and we need to at least consider it as it moves forward, keep an eye on it.

Mr. Kelley stated I want to present Glenda with a plaque of appreciation, thank you for all your service.

## **TWELFTH ORDER OF BUSINESS**

### **Audience Comments**

A resident stated if there was a discount for residents at the golf course and they would get more people involved as opposed to charging everyone on the HOA. When you play a round of golf you aren't there just to play golf you are going to buy something from the pro shop, have a bite to eat or a few beverages.

Mr. Ritchie stated I'm one of the residents who have worked with closely with John and Robert on park issues over the years. I have been asked by a resident if we could have an update on water quality in our lakes.

Mr. Ray stated the active water quality testing that has been done recently has been associated with Catfish Pond to try to get the nutrient levels way down and we have been very successful at doing so but there is still a lot of work to be done. There has been a proposal from our consultant that we may be able to consider in the budget process to do intermittent water quality testing of the other water bodies, particularly Central Park Lake. We have done those on occasion and what we have found is water is pretty stable and of good quality so we have been concentrating efforts on shoreline issues, which is not only aesthetics but helps with water quality as well.

A resident asked is there an update on the Four Oaks parking changes?

Mr. Kelley stated not at this time.

Mr. Ray stated I pledged to the supervisors that I would get estimated construction costs should we proceed with the traffic study and I should have a ballpark cost at the next meeting because it has to be discussed in the course of the budget process.

A resident stated when I drive on Blairstone I see a lot of people fishing in the pond on the golf course and they have destroyed the median and that is always a wet area. I'm sure it is costing us for the repair. How do you stop that or can you stop that because if they don't park there they will pull up on the sidewalk? Can you call someone?

Mr. Kelley stated you can always call Fish & Wildlife to see if they have the appropriate license but some of that section is golf course property. The median is where the tire tracks are and legally you can park in the median.

A resident stated I run on Shumard but for some reason they eliminated the bike lane on both sides of the road. I wear reflective gear and cars come very close. Why was the bike lane eliminated when you come around that corner?

Mr. Kelley stated that is a question for the City of Tallahassee. We can ask the city about that.

**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Thursday, May 17, 2018 at 6:30 p.m. at the Southwood Community Center**

Mr. Kelley stated the next scheduled meeting is May 17, 2018 at 6:30 p.m. and we have an HOA meeting on April 24<sup>th</sup>.

The meeting adjourned at 7:35 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman