

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, May 17 2018 at 6:30 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

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

Also present were:

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| James Oliver | District Manager |
| Joe Brown | District Counsel |
| Robert Berlin | Operations Manager - GMS |
| Keith Dantin | Engineering Consultant |
| Sandi Poreda | Communications Consultant |

The following is a summary of the actions taken at the May 17, 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 at 6:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. Nortelus led the pledge of allegiance.

THIRD ORDER OF BUSINESS

Audience Comments

A resident stated I moved in two years ago and have been in touch with John Ray a little bit about the catfish pond. Last weekend it had a lot of algae. Is there any update on that? There are old SouthWood signs all over the place that are getting old and falling apart and there is really no reason for them to be there.

Mr. Kelley stated I'm sure John Ray has articulated this to you but that particular pond has been under lots of maintenance, it was probably one of our most polluted ponds with nitrogen in it and we have been working on it extensively with Mr. Berlin to deal with the algae. As far as the green signs we have talked about that previously and Mr. Berlin is taking some action on dealing with those. They are St. Joe signs.

FOURTH ORDER OF BUSINESS **Approval of Consent Agenda**

- A. Approval of the Minutes of the April 12 2018 Meeting**
- B. Balance Sheet as of March 31, 2018 and Statement of Revenues & Expenditures for the Period Ending March 31, 2018**
- C. Treasury Report – March 31, 2018**
- D. Allocation of Assessments**
- E. Check Register**

On MOTION by Ms. Herrera-Gray seconded by Mr. Nortelus with all in favor the consent agenda items were approved.

FIFTH ORDER OF BUSINESS **Discussion of Preliminary Fiscal Year 2019 Budget**

Mr. Oliver stated we are not required to approve a proposed budget until our next meeting and we will not have the public hearing any sooner than 60 days after that. You will have the summer to refine this budget and have the public hearing in August or September, whatever you decide at your June meeting.

Mr. Ramba joined the meeting at the early part of this item.

The board discussed the following items that will be addressed in the proposed budget and at the next meeting: purpose of carry forward surplus, put current surplus into reserves, disposition of the \$250,000 that was assessed for the park, pay increase for Mr. Berlin, \$10,000 for tree trimming around light poles, tot lot, additional picnic tables, water fountain leak, pond maintenance, leave security funding at present level, irrigation repairs, reduce wet testing from 9 to 6 per year, reduction in irrigation system upgrades, extend irrigation main line, address catfish pond.

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

Mr. Kelley stated the city has allocated \$2.5 million to build a park in Southwood as well as the north area of Tallahassee and they plan to have the park built by this time next year. There was a lot of public input at the city commission meeting and suggestions for pickleball volleyball, sports fields and disc golf.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Report

Mr. Brown stated Keith was asked about the DRI deadline for the Heritage Trail, which was the end of 2017. Due to a number of emergencies in the state the deadline for Heritage Trail is 2023 and the phase 2 deadline is 2033.

Also, St. Joe has approached the City about essentially vacating the existing DRI and entering into some new development agreement with the City addressing all or some of the remaining property that is undeveloped within the Southwood DRI.

After discussion of this new information the board will take all steps to have a seat at the table and to be actively engaged in the process to protect the district and the neighborhood from negative impacts and directed district counsel to draft a letter to the City and to Leon County requesting the district be able to participate in these proceedings and to keep the district informed of any changes or updates. Staff and individual board members will work on this issue with City commissioners and City staff.

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| On MOTION by Mr. Nortelus seconded by Ms. Herrera-Gray with all in favor district counsel was directed to prepare a letter to the City and County in regard to St. Joe making changes to the DRI and to provide it to the board for review and input before sending. |
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B. Engineer

There not being any, the next item followed.

C. Dantin Consulting

There being none, the next item followed.

D. Communications Consulting

There being none, the next item followed.

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

1. Report on the Number of Registered Voters (3,569)

A copy of the letter from the supervisor of elections indicating that there are 3,569 registered voters residing within the district was included in the agenda package.

2. General Elections

Mr. Oliver stated three seats are up for election in November, the formal qualification period is from noon June 18th through noon June 22. You can go on the supervisor of elections website to see how to qualify for these seats.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Nortelus stated just make sure we are on top of the issue of St. Joe changing the DRI. It seems like the golf course sale is moving forward.

Mr. Kelley stated I requested previously that Robert work with the city on some curb cuts and he is doing that. We are trying to get the city to put in a crosswalk by Florida High on Grove Park and that is going to get cut over the summer. We talked about other curb cuts that Florida High will have to pay for to deal with buses that park on CDD land behind the football field.

NINTH ORDER OF BUSINESS

Audience Comments

A resident stated after you talked about the irrigation it occurred to me that the CDD website would be a convenient place where residents could go and report a problem with a sprinkler.

Ms. Poreda stated we have a contact button and as soon as you send it I send Jim an email.

A resident stated you previously discussed the new Premier development and if there are going to be cuts for parking along Orange.

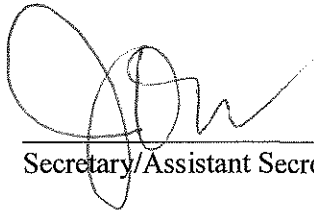
Mr. Kelley stated we talked a lot about that and the city is not requiring them to put cuts along Orange Avenue in front of that green space.

TENTH ORDER OF BUSINESS

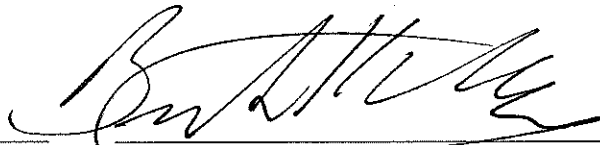
**Next Scheduled Meeting – June 14, 2018 at
6:30 p.m. at the Southwood Community
Center**

Mr. Kelley stated the next meeting is June 14, 2018 at 6:30 p.m. in the same location.

The meeting adjourned at 8:47 p.m.



Secretary/Assistant Secretary



Chairman/Vice-Chairman