

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, August 16, 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
Glenda Herrera-Gray	Supervisor
John Ray	Supervisor

Also present were:

James Oliver	District Manager
Joe Brown	District Counsel
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager - GMS
Keith Dantin	Engineering Consultant
Sandi Poreda	Communications Consultant
Ashley Edwards	City of Tallahassee
Alison Tant-Richard	Independence Landing
Barry Richard	Independent Landing
23+ residents	

The following is a summary of the actions taken at the August 16, 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.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Ms. Herrera-Gray led the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Audience Comments

Several residents requested that the \$200,000+ assessed by the CDD for a proposed park be returned to them since the city is moving forward with plans to build two parks, one of which is in the 62-acre tract in Southwood.

A resident requested that the board address the issue of lily pads that cover at least 60% of Lake Madura and to go back to treating the ponds as was done in the past.

FOURTH ORDER OF BUSINESS Affidavit of Publication

A copy of the affidavit of publication of the public hearing was included in the agenda package.

FIFTH ORDER OF BUSINESS Approval of Consent Agenda

- A. Approval of the Minutes of the July 12, 2018 Meeting**
- B. Balance Sheet as of June 30, 2018 and Statement of Revenues & Expenditures for the Period Ending June 30, 2018**
- C. Treasury Report – June 30, 2018**
- D. Allocation of Assessments**
- E. Check Register**

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

SIXTH ORDER OF BUSINESS Organizational Matters

- A. Acceptance of Resignation Letter from Mr. Ramba**

On MOTION by Mr. Ray seconded by Ms. Herrera-Gray with all in favor Mr. Ramba's resignation was accepted.

- B. Appointment of New Supervisor to Fill the Unexpired Term of Office (11/2018)**
This item deferred to the September meeting.

SEVENTH ORDER OF BUSINESS City Park Update

Ms. Edwards of the City of Tallahassee gave an overview of the proposed park and gave the website for feedback from the residents.

Topics discussed were security, sidewalks, working with the schools that have facilities that don't have to be replicated by the city that could be shared, amount of approved funding from the city, pervious areas for parking, connecting trail system, speeding issues, dog park.

EIGHTH ORDER OF BUSINESS Independence Landing Project Update

Ms. Tant Richard presented a conceptual drawing of Independent Landing, status of PUD and DRI applications and stated we are presently working with a land use planner.

The board took a short recess after which the meeting reconvened.

NINTH ORDER OF BUSINESS Public Hearing to Consider the Adoption of Fiscal Year 2019 Budget

A. Consideration of Resolution 2018-07 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2019

Mr. Oliver gave an overview of the proposed budget, which has no proposed increase in assessments.

The board, staff, and residents discussed the following: refunding previously assessed recreational assessments by applying those funds as a credit against the Fiscal Year 2019 assessments; possibly using a portion of the money for benches and/or swings in the pocket parks; timing of adoption of the budget to ensure the city adopts their budget for the City-constructed park; the District's reserve study; Heritage Trail; the currently budgeted roundabout study and funding to implement any actual improvements;. The Board directed staff to adjust the Fiscal Year 2019 budget to to reduce the current assessment to reflect the return of the unspent recreational assessments money.

On MOTION by Mr. Nortelus seconded by Mr. Ray with all in favor the public hearing was opened.

A resident asked is the \$8,500 for the roundabout study in the present budget and the response was the \$8,500 was, but not the money to put in whatever fixes are suggested.

A resident stated I would like to see money set aside to see the debt paid off faster.

Mr. Oliver stated the debt is on each individual property so the district doesn't pay off the debt but each individual property owner can pay off their debt early if they wish.

A resident asked why spend the \$8,500 if you don't know what you are going to do with the results? This is a city issue not a CDD issue.

Mr. Ray stated it is a safety question, if we get a yes answer that the city will accept that reclaiming one of those lanes to create parking is allowable and permissible then the question will be, do we do it or not.

B. Consideration of Resolution 2018-08 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2019

C. Consideration of Direct Collect Agreement with The St. Joe Company

On MOTION by Mr. Ray seconded by Mr. Nortelus with all in favor the public hearing, Resolution 2018-07, Resolution 2018-08 and the agreement with the St. Joe Company were continued to September 13, 2018.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2018-09 Declaring Special Assessments to Fund the Proposed Budget in Part

Ms. Sandy stated the board is moving forward with declaring and levying an O&M assessment on the big house parcel. There will be a public hearing at the September meeting to adopt this special assessment.

On MOTION by Mr. Ray seconded by Ms. Herrera-Gray with all in favor Resolution 2018-09 was approved.

ELEVENTH ORDER OF BUSINESS

Update Regarding DRI Matters

Mr. Kelley stated we are going to have a meeting with the city Tuesday, August 21, 2018 at 2:30 p.m. I may not be able to attend and if not Supervisor Ray will attend.

TWELFTH ORDER OF BUSINESS

Update Regarding Golf Course Sale & Purchase

Mr. Kelley stated the golf course was sold.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Report

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

There being none, the next item followed.

E. Property Management Report

1. All Pro Reports

A copy of the All Pro report 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.

4. Special Use Application

F. Manager – Discussion of Meeting Schedule for Fiscal Year 2019

On MOTION by Mr. Ray seconded by Ms. Herrera-Gray with all in favor the fiscal year 2019 meeting schedule was approved with meetings being on the second Thursday of the month with the exception of the first Thursday in March and the third Thursday in August.

FOURTEENTH ORDER OF BUSINESS Supervisor's Requests

There being none, the next item followed.

FIFTEENTH ORDER OF BUSINESS Audience Comments

Mr. Rojas shared comments and concerns regarding maintenance of District ponds and requested the District do more to control algae and lily pads.

Mr. Shelton inquired about a change in use of the SouthWood House.


Ms. Sandy stated previously it was listed on the roll as common area and was not receiving an assessment, O&M or debt. However, it is actually being used as a commercial parcel and the board asked staff to go back and take a look at it and see if we can move forward with assessing it, which is the process we are starting now. Under the DRI it is allowed to have up to 17,000 square feet of commercial use and that is the type of unit it would be assessed under, under the current methodology.

SIXTEENTH ORDER OF BUSINESS Next Scheduled Meeting – September 13, 2018 at 6:30 p.m. at the Southwood Community Center

The meeting was continued to Thursday, September 13, 2018 at 6:30 in the same location.



Secretary/Assistant Secretary



Chairman/Vice-Chairman