

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, November 8, 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
Robert Berlin	Operations Manager - GMS
Keith Dantin	Engineering Consultant
Teresa Coulter	Communications Consultant
April Johnston	Supervisor Elect
Kyle Rojas	Supervisor Elect
John Curtis	Community Manager, St. Joe

The following is a summary of the actions taken at the November 8, 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

Pledge of Allegiance

Mr. Ray led the pledge of allegiance.

Mr. Kelley stated I want to congratulate our new supervisors and by Florida State Law they cannot take office until the second Tuesday after the election.

THIRD ORDER OF BUSINESS

Audience Comments

Ms. Johnston stated I appreciate all the support and I look forward to working with all of you and for all of you.

Mr. Rojas stated I thank everyone for the support and I look forward to doing great things for this neighborhood.

A resident stated I want to call attention to a speeding situation on Biltmore and Schoolhouse Road. I know you don't have authority over that but maybe you can talk to the city about getting more police out there.

Mr. Kelley stated we will talk about it under supervisors' comments and talk about calming issues around the neighborhood.

Mr. Allen stated I wanted to thank you and Carolyn for joining us this week for a meeting we had on Barringer Hill Drive to figure out what we can do as a neighborhood and community to redirect traffic and get the commercial vehicles off of Barringer Hill and slow things down.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the September 13, 2018 Meeting**
- B. **Balance Sheet as of September 30, 2018 and Statement of Revenues & Expenditures for the Period Ending September 30, 2018**
- C. **Treasury Report – September 30, 2018**
- D. **Allocation of Assessments**
- E. **Check Register**

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

FIFTH ORDER OF BUSINESS

Consideration of Extension of Landscape Maintenance Contract

On MOTION by Ms. Herrera-Gray seconded by Mr. Ray with all in favor the two-year extension of the landscape maintenance contract with All Pro Land Care of Tallahassee, Inc. was approved.

SIXTH ORDER OF BUSINESS

Ratification of Security Contract for Fiscal Year 2019

On MOTION by Mr. Ray seconded by Mr. Nortelus with all in favor the agreement with Barkley Security Agency, Inc. for fiscal year 2019 was ratified.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2019-01 Amending the Fiscal Year 2018 General Fund Budget**

Mr. Oliver stated at the end of the budget year as part of the post-closing activities in preparation of the audit we have a budget amendment and that brings all the lines into balance.

On MOTION by Mr. Ray seconded by Ms. Herrera-Gray with all in favor Resolution 2019-01 was approved.

EIGHTH ORDER OF BUSINESS **Consideration of Dantin Consulting Work Authorizations**

A. General

On MOTION by Mr. Ray seconded by Ms. Herrera-Gray with all in favor the work authorization for general services for fiscal year 2019 was approved.

B. Traffic Study

On MOTION by Mr. Ray seconded by Mr. Nortelus with all in favor the work authorization for the traffic study was approved.

NINTH ORDER OF BUSINESS **Consideration of Extension of Communications Agreement**

This item tabled.

TENTH ORDER OF BUSINESS **Discussion of Lake Maintenance**

This item tabled.

ELEVENTH ORDER OF BUSINESS **Update Regarding City Park**

Mr. Kelley stated the city has all of their permits to start construction, the harvesters are removing the sand pines, they will probably have a ribbon cutting sometime in April and they are in discussions with Florida High regarding a roundabout and turn lanes.

TWELFTH ORDER OF BUSINESS Update Regarding DRI Matters

There not being any, the next item followed.

THIRTEENTH ORDER OF BUSINESS Report on Halloween Traffic Control and Pedestrian Safety Actions

Mr. Kelley stated we spent about \$5,500 for TPD to be in the neighborhood and to close some roads. There were no issues reported to the CDD. It seemed to go very well.

FOURTEENTH ORDER OF BUSINESS Discussion of Unit 31 Plan

Mr. Brown stated Unit 31 Phase 3 will include the extension of Biltmore north to Orange and completion of Orange, widening the roadway that is not completed. St. Joe is developing this unit not Premiere and the portions of Unit 31 to the west that are already existing, what that consists of for the district's immediate purposes are two common areas and an alleyway.

As part of the preliminary plat review what the city has asked from St. Joe is an initial indication that the district is agreeable to accepting the common areas and the alleyway for maintenance. What St. Joe is hoping to get from the board is a letter that the district is agreeable to taking maintenance and ownership of those improvements once done with some caveats that need to be expressed about we do reach ultimate agreement with St. Joe, Robert doing his role as property manager to get the irrigation and landscaping we are looking for, installed. This is not signing a plat, which we will get to later. This is part of the preliminary plat before they approve the city would like to have the confirmation that the district is willing to take that.

<p>On MOTION by Mr. Ray seconded by Ms. Herrera-Gray with all in favor district counsel and the chair were authorized to prepare the letter to the City of Tallahassee regarding the two common areas and alleyway Unit 31.</p>

FIFTEENTH ORDER OF BUSINESS Hurricane Michael – Recap of Post Storm Activities and Damage Report

Mr. Kelley stated thanks to All Pro for their quick response to the hurricane debris cleanup in order to get the roads opened.

Mr. Berlin stated we will turn in the final figures to FEMA and we should get 75% back and it may take a year to be reimbursed.

Mr. Oliver stated we will take the costs out of capital reserve with the expectation that we will be reimbursed for a large portion of it.

SIXTEENTH 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 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.

SEVENTEENTH ORDER OF BUSINESS Supervisor's Requests

There being none, the next item followed.

EIGHTEENTH ORDER OF BUSINESS Audience Comments

A resident asked can we get an update on the on-street parking on Blair Stone?

Mr. Kelley stated we just authorized the traffic study to be do that.

A resident asked is it possible to be on the agenda sometime to discuss the need?

Mr. Kelley stated that traffic study will be on the agenda at the next meeting so Keith can talk about what they have done on that.

A resident stated at some point it is time to express how extensive the need is.

Mr. Kelley stated you can certainly voice your concerns about that. Just remember we are just doing the study at this time, we are not providing designs or anything else, we are trying to understand what the issues are because ultimately we have to go back to the city and have discussion with the city about the results of the study.

A resident asked was some land dedicated for low income housing?

Mr. Kelley stated there are discussions about low income housing but there isn't going to suddenly going to be a 100-acre development happening that we know of as it stands right now.

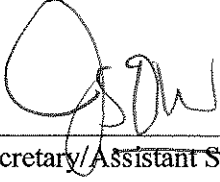
A resident stated last year we had runoff coming off of one of the areas you maintain and it is ruining one of our oak trees.

Mr. Berlin stated he talked to me and his wife talked to Kim. We stopped mulching under the native trees to reduce the costs and we used leaf litter for years and that cut reduced the budget by a little over \$30,000. He is saying because there is no mulch there now the water is running onto his property. Let Kim and I work on this.

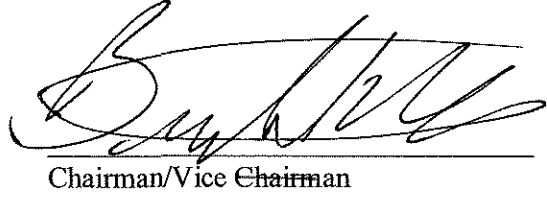
**NINETEENTH ORDER OF BUSINESS Next Scheduled Meeting – December 13, 2018
at 6:30 p.m. at the Southwood Community
Center**

Mr. Kelley stated the next scheduled meeting is Thursday, December 13, 2018 at 6:30 p.m.

The meeting adjourned at 8:22 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman