

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, January 10, 2019 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
Jennings DePriest	Vice Chairman
John Ray	Supervisor
April Johnston	Supervisor
Kyle Rojas	Supervisor

Also present were:

James Oliver	District Manager
Joe Brown	District Counsel
Robert Berlin	Operations Manager - GMS
Keith Dantin	Engineering Consultant
Sandi Poreda	Communications Consultant
Jess Van Dyke	Van Dyke Environmental
John Curtis	St. Joe Company
Several Residents	

The following is a summary of the minutes and actions taken at the January 10, 2019 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

Mr. Green stated my wife and I have lived here about ten years and I'm concerned about the growing crime problem. What are we doing about that and what can and should we do about that?

Mr. Allen stated I had out of town guests over the holidays and they were very struck by the holiday lights in Southwood as well as I was. I wanted to thank Supervisor Ray, the chairman and the board for their support of the additional round of tree planting in Central Park.

A resident stated I understand that the trees in the right of way is part of the CDD. Over time leaves take hold. I was wondering if you could gradually get into using shrubs, native trees, it would take the space of the mowing but after five or ten years you have something to show instead of just weeds. The alleyway behind Unit 17 people use it as a throughway in particular on the east side of property no. 4073 adjacent to the road it gets hammered by the garbage truck, traffic, trucks, and that area gets beat up badly. Is it possible to get some limestone and cover that area rather than paving it.

Mr. Kelley stated at the entry into the neighborhood from Blair Stone and Orange Avenue, All Pro put a bunch of rye out there. That area is wet and difficult to maintain. We approved with Robert to request a landscape architect to look at the entranceway area to see what could be done with different planting. The oaks have matured to a point where the roots are killing everything underneath them. We are working on all those things. Robert will take a look at Unit 17.

Mr. Berlin outlined the private security and the agreement with the City of Tallahassee Police Department (TPD) and stated when we have a spike we ask TPD to fill in random selected areas and they are stepping up patrols for the next two weeks.

Mt. Kelley stated I encourage the residents to call the county sheriff's office and TPD and ask for stepped up patrols.

FOURTH ORDER OF BUSINESS Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Mr. Oliver being a notary public of the State of Florida administered the oath of office to Ms. Johnston, Mr. Rojas and Mr. DePriest.

B. General Information for New Supervisors

Mr. Oliver and Mr. Brown reviewed in detail the sunshine law and public records law to the newly elected supervisors.

C. Election of Officers, Resolution 2019-02

On MOTION by Mr. Rojas seconded by Mr. DePriest with all in favor Brian Kelley was elected chairman.

On MOTION by Mr. Ray seconded by Mr. Rojas with all in favor Jennings DePriest was elected vice chairman.

On MOTION by Mr. Rojas seconded by Mr. DePriest with all in favor Resolution 2019-02 was approved reflecting Mr. Kelley as chair, Mr. DePriest as vice chair, the remaining supervisors as assistant secretaries and the remaining offices currently filled by staff remain the same.

D. Recognition of Outgoing Supervisors

FIFTH ORDER OF BUSINESS

Discussion of Lake Maintenance

Mr. Van Dyke reviewed the history of catfish pond and gave an update regarding treatment recommendations and the current outlook for the ponds.

Mr. Rojas requested that grass carp be put in Lake Vadura to help combat the problems in the lake.

Mr. Berlin reviewed the recent turbidity issues experienced due to a hard rain, a failed outfall pipe and pond bank failure and corrective actions and developer responsibilities to repair then discussed oversight and reporting responsibility of the developer-assigned water control officer.

SIXTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the November 8, 2018 Meeting**
- B. Balance Sheet as of November 30, 2018 and Statement of Revenues & Expenditures for the Period Ending November 30, 2018**
- C. Treasury Report – November 30, 2018**

D. Allocation of Assessments

E. Check Register

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

SEVENTH ORDER OF BUSINESS

Discussion of SouthWood Unit 4, Phase 2 (SouthWood Big House)

A. Discussion Regarding Use of Adjacent Open Space

Mr. Brown stated this is a request to convey a small section of open space to the developer of that tract to allow them to put a driveway across that space directly to the street rather than running it in front of a lot. If you are willing to entertain a sale of some interest in that property, I would ask you to authorize a supervisor to work with staff and the developer to get an appraisal. We could be talking about an easement or conveying fee title to that parcel.

On MOTION by Mr. Rojas seconded by Mr. Ray with all in favor Mr. DePriest was authorized to work with staff and developer on the conveyance of a small section of open space next to SouthWood Big House.

B. Discussion Regarding Stormwater Request

Mr. Dantin stated we have had good discussions with the developer’s engineers, we engaged Atkins and we delineated certain parameters that WGI needs to meet to satisfy Atkins as it relates to the conveyance system to take water off the site and bringing it to stormwater ponds that the city and Atkins have agreed have capacity.

The board members expressed support of the project.

On MOTION by Mr. Kelley seconded by Mr. Rojas with all in for a letter of support of the project will be provided to the developer of the project.

C. Trails

Mr. Kelley stated I would like to talk about a trail system. We have the large 8-foot pathway that comes off of Grove Park and runs all the way up there today. Based on some old

pictures that were provided St. Joe originally had designed other trails in that area. We need to have some accessibility onto Faulkner maybe at this point that leads up into the cottage area. People are cutting through there with golf carts and if we gave them a path, they will take it.

Mr. Ray stated I will get with Josh to see what they have in mind that is not a requirement, but it is a connectivity issue. There is a sidewalk there.

The next item taken out of order.

NINTH ORDER OF BUSINESS

Discussion of Process to Levy Debt Service Assessment on SouthWood House Parcel

Mr. Brown provided an update and outlined the upcoming process to levy debt assessments on the SouthWood House parcel.

EIGHTH ORDER OF BUSINESS

Consideration of Easement Agreement for Unit 32

Mr. Brown stated this unit is developed, but the district hasn't taken over ownership and maintenance of the stormwater and open space improvements. After the developer did the initial civil work and sold lots, a short knee wall was installed to help push rainwater to an inlet. When they put the wall in a portion encroached on a homeowner's lot. The lot owners don't want to worry about maintaining this wall and they want comfort that somebody is going to be taking care of it and it is not their obligation. I'm not asking tonight to authorize delivery of this easement. I'm asking you to approve it tonight so we can tell the lot owners that the board has approved taking the easement and we are going to take care of the stormwater improvement. The condition is we are not going to deliver it until the entirety of Unit 32, Phase 2, has been approved by the city and ready to be accepted and approved for ownership and maintenance.

On MOTION by Mr. Ray seconded by Mr. Rojas with all in favor the easement agreement for Lot 1, Block D, Unit 32 Phase 2 was approved subject to final approval of Unit 32, Phase 2, by the city and district.

TENTH ORDER OF BUSINESS

Consideration of Revised Communications Services Proposal

Ms. Poreda gave an overview of the services being provided for ADA compliance of the website, changes were made to the agreement based on comments received at the last board meeting.

On MOTION by Mr. DePriest seconded by Ms. Johnston with all in favor, the revised communication services proposal was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Audit Engagement Letter with Carr, Riggs & Ingram, LLC for Fiscal Year 2018

On MOTION by Mr. DePriest seconded by Mr. Rojas with all in favor, the engagement letter with Carr Riggs to perform the fiscal year 2018 audit in the amount of \$4,100 was approved.

TWELFTH ORDER OF BUSINESS

Update Regarding City Park

Mr. Kelley stated they are pretty far along with clearing, they are in the process of digging up and mulching the remaining stumps and are currently working through permitting, phasing with other city departments.

THIRTEENTH ORDER OF BUSINESS

Update Regarding DRI Matters

Mr. Curtis stated we are working with the city on amendments to the DRI and the goal as we work through that process is to come before this board to explain what we are trying to accomplish and the benefit it will bring to the community moving forward. Going forward St. Joe will be taking a very active role in all construction projects and construction and development will be overseen by myself. As we move forward we will sit down with CDD staff as we design and implement things to make sure we don't have issues as was discussed tonight. We are looking at rezoning some properties, creating better synergy, expanding and completing the road systems and create a better project at the end. We are going to keep the DRI in place because the mechanism for us to be able to make a better community long-term and to the benefit to the residents, the CDD and to St. Joe is to keep the DRI in place. Once it is at a point where it no longer makes sense to have the DRI at that point we will pull the trigger and move

forward with the city, county and CDD to remove that process. I would like to be added to the agenda to give updates as we move forward.

FOURTEENTH ORDER OF BUSINESS Discussion of Parking Study (Roundabout)

Mr. Dantin stated we have the data and hopefully we will have a preliminary report at next month's meeting. Per resident request, the Board asked future updates on this item to be listed earlier in the agenda.

FIFTEENTH ORDER OF BUSINESS Staff Reports

A. Attorney - Report

Mr. Brown stated Mr. Kelley and I met with the new owners of the golf course. They are trying to find ways to get financial support or relief from district assessments. The short answer is there is really not any way for us to do that. We can't exempt them from our assessments. The methodology that exists that determines their assessments has been in place for a very long time. I am not aware of any real basis to suggest that the existing methodology is illegal and if we were to try to mess with that you would be increasing other people's assessments, which would be its own huge disaster. There is not a lot for this body to do. I'm sympathetic to their position, obviously everybody in the community wants the golf course to be successful, but it is not a situation where I see anything for the district to do.

B. Engineer

There not being any, the next item followed.

C. Dantin Consulting

Mr. Dantin stated LDR-5 Phase 2 is coming back before the city DRC Monday. They modified their plat to properly reflect the land they bought and they are going to be putting in a portion of the Heritage Trail temporarily, they are going to be building a section that is going to be part of their Phase 2 that John is going to turn into a secondary trail when he comes up with a final Heritage Trail layout.

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

Mr. Berlin stated I would like the board to entertain a work authorization for GMS concerning the FEMA reimbursement. FEMA requires that we show administrative costs. I sat with Hopping Green & Sams and they feel that work concerning FEMA is not covered in GMS' current scope of services, so this work authorization would cover GMS administrative efforts coordinating the District's hurricane response and FEMA submissions.

On MOTION by Mr. Ray seconded by Mr. Kelley with all in favor staff was authorized to prepare a work authorization for admin work in order to submit to FEMA for reimbursement.

F. Manager

There being none, the next item followed.

SIXTEENTH ORDER OF BUSINESS Supervisor's Requests

Mr. DePriest stated I would like security to be identified as a specific interest for me as a board member.

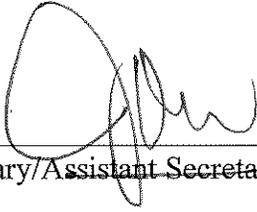
SEVENTEENTH ORDER OF BUSINESS Audience Comments

There being none, the next item followed.

**EIGHTEENTH ORDER OF BUSINESS Next Scheduled Meeting – February 14, 2019
at 6:30 p.m. at the Southwood Community
Center**

Mr. Kelley stated the next meeting is Thursday, February 14, 2019 at 6:30 p.m. in the same location and there is a high probability we will move that meeting.

The meeting adjourned at 9:45 p.m.



Secretary/~~Assistant Secretary~~



Chairman/Vice Chairman