

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, July 11, 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
Kyle Rojas	Supervisor

Also present were:

James Oliver	District Manager
Joe Brown	District Counsel
Robert Berlin	Operations Manager - GMS
John Curtis	St. Joe

The following is a summary of the actions taken at the July 11, 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 Mr. Oliver 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. Allen asked is water monitoring in your budget?

Mr. Berlin stated I have \$5,000 in the budget.

Mr. Allen stated I would like the supervisors to consider a workshop on overall traffic problems in the neighborhood. I have been talking to John Curtis about the bike trail system to make sure they do connect to the new park and around Tram Road. We have a chance to get

new money through the Department of Transportation SUNtrails funding. This is being contemplated to connect the St. Marks trail through SouthWood through the park system.

Mr. Kelley stated Robert continues to work with the city about stop signs on Biltmore and the city is still looking at that as well as crosswalk issues by Florida High. The city was also supposed to break the curb and put in sidewalk by the small park by Florida High.

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

- A. Approval of the Minutes of the June 13, 2019 Meeting**
- B. Balance Sheet as of May 31, 2019 and Statement of Revenues & Expenditures for the Period Ending May 31, 2019**
- C. Allocation of Assessments**
- D. Check Register**

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

Mr. Kelley stated I am going to move item eight up to this section of the agenda so that Mr. Curtis can give his update.

EIGHTH ORDER OF BUSINESS **St. Joe Update (John Curtis)**

Mr. Curtis updated the board on the long-term planning for development changes then left the meeting after this item.

FIFTH ORDER OF BUSINESS **Acceptance of Fiscal Year 2018 Audit Report**

Mr. Oliver gave an overview of the fiscal year 2018 audit, which is considered a clean audit with no prior year or current year findings or recommendations.

On MOTION by Mr. Ray seconded by Mr. DePriest with all in favor the fiscal year 2019 audit was accepted.

SIXTH ORDER OF BUSINESS **Review of Approved Budget for Fiscal Year 2020**

The board discussed meeting schedule, communications, security, revenues from JPPII, pressure washing, tree removal and trimming, attorney fees, capital reserves contribution then took the following actions.

Meeting Schedule

On MOTION by Mr. Ray seconded by Mr. DePriest with all in favor the meeting schedule was changed for the upcoming fiscal year to meet every other month.

Communications

It was the consensus of the board to decrease the communications line item from \$12,000 to \$10,000 and to come back at a future meeting with a scope of work to be put out to bid.

Security, having been informed that the HOA will look at handling security in the future the following action was taken.

Mr. DePriest moved to leave \$10,000 in the security line item for Halloween expenses and move \$50,000 to capital reserves and Mr. Rojas seconded the motion.

A few residents spoke in opposition of taking security out of the budget and indicated that people would be upset.

On voice vote with three in favor and Mr. Ray opposed the motion passed.

Revenue from John Paul II Catholic High School (JPPII)

JPPII pays the debt service assessment, but O&M assessment of about \$13,000 have been exempted in the past.

Mr. Kelley moved to leave the current arrangement with JPPII not paying O&M assessments and Mr. Ray seconded the motion and on voice vote with two in favor and two opposed the motion failed.

Mr. Rojas moved to have counsel send notice to JP II that O&M will be assessed for the upcoming fiscal year, have the chairman call JP II the next day before the notice arrives and explain why we are doing this moving forward and give them the opportunity to address the board Mr. DePriest seconded the motion and on voice vote with two in favor and two opposed the motion failed.

The board decided to not send the notice of assessment to JP II and will invite a JP II representative to the next board meeting.

Pressure washing

On MOTION by Mr. DePriest seconded by Mr. Ray with all in favor \$8,000 will be put in a separate line item to pressure wash common area sidewalks and staff will prioritize the needs.

Attorney fees

On MOTION by Mr. Kelly seconded by Mr. Ray with three in favor and Mr. Rojas opposed the attorney fees will remain at the proposed \$57,000.

Tree Removal and Trimming

On MOTION by Mr. Kelley seconded by Mr. DePriest with all in favor \$35,000 will remain in the budget for tree trimming and removal.

Capital reserves contribution

Mr. Kelley stated we need to add more to the capital reserves. Tonight we have saved approximately \$18,000 on meetings, \$2,000 on communications, \$8,000 pressure washing for a total of \$28,000 and \$50,000 on security for an approximate total of \$78,000 savings.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement with Leon County Tax Collector Regarding 2019 Uniform Method for Collection

On MOTION by Mr. Rojas seconded by Mr. Ray with all in favor the agreement with the Leon County tax collector was approved.

EIGHTH ORDER OF BUSINESS

St. Joe Update (John Curtis)

This item taken earlier in the meeting.

NINTH ORDER OF BUSINESS

Update Regarding DRI Matters

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Discussion of Common Area in LDR-5

- A. Phase 1**
- B. Phase 2**

The board discussed the impacts to the CDD in accepting or not accepting conveyance of common areas and drainage easements in LDR-5 Phases 1 & 2 and took no action and the conveyance of property remains as it is at the present time with the HOA.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. Attorney**

There being none, the next item followed.

- B. Dantin Consulting**

There being none, the next item followed.

- C. Communications Consulting**

There being none, the next item followed.

- D. 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.

Mr. Berlin stated a woman who runs an outfit called Fit for Mom asked to be able to use the park to hold a fitness class for moms while the kids play on the tot lot.

There being no objection Mr. Berlin will convey that to the applicant.

E. Manager

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisor's Requests

Mr. Rojas asked is there an update on the car?

Mr. Berlin stated I'm waiting on a call.

THIRTEENTH ORDER OF BUSINESS Audience Comments

A resident asked is there an update on the city park?

Mr. Kelley stated no.

A resident stated you discussed pressure washing sidewalks. Is that the sidewalks that border the golf course.

Mr. Kelley stated that is the responsibility of the golf course.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – Thursday, August 15, 2019 at 6:30 p.m. at the Southwood Community Center

Mr. Kelley stated the next meeting is August 15, 2019 at 6:30 p.m.

The meeting adjourned at 9:43 p.m.

July 11, 2019

Capital Region CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman