

***CAPITAL REGION***  
*Community Development District*

*April 21, 2020*

# *AGENDA*

# Capital Region Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

*District Website: [www.mysouthwoodcdd.com](http://www.mysouthwoodcdd.com)*

---

April 14, 2020

Board of Supervisors  
Capital Region Community Development District

Dear Board Members:

The Capital Region Community Development District Meeting is scheduled for **Tuesday, April 21, 2020 at 6:30 P.M.** via *Zoom*.

Following is the advance agenda for the meeting:

- I. Roll Call
- II. The Pledge of Allegiance
- III. Audience Comments
- IV. Approval of Consent Agenda
  - A. Approval of the Minutes of the February 13, 2020 Meeting
  - B. Balance Sheet as of March 31, 2020 and Statement of Revenues & Expenditures for the Period Ending March 31, 2020
  - C. Allocation of Assessment
  - D. Check Register
- V. Consideration of Submissions Received in Response to Landscape and Irrigation Maintenance Request for Proposals
- VI. St. Joe Update (John Curtis)
- VII. Update Regarding Preliminary Plats for Bilmore Extension (LDR-5 and MDR-13) and LSF-3
- VIII. Discussion of Common Area Maintenance of LDR-5 (Phases 1-3), Charter School, and LSF-3

- IX. Consideration of Proposal for Management of Lilly Pads in Lake Verdura
- X. Consideration of Work Authorization No. 13 Addendum #1 with Atkins for General Engineering Services
- XI. Consideration of Resolution 2020-05, Regarding Announcement of Qualification Period for Board of Supervisors Seats 2 and 4
- XII. Board Guidance Regarding Preparation of Proposed Fiscal Year 2021 Budget
- XIII. Staff Reports
  - A. Attorney
  - B. Dantin Consulting
  - C. Communications Consulting
  - D. Property Management
    - 1. All Pro Reports
    - 2. Operations Memorandum
    - 3. Variance Report
  - E. Manager
- XIV. Supervisors Requests
- XV. Audience Comments
- XVI. Next Scheduled Meeting – June 11, 2020 @ 6:30 p.m. at SouthWood Community Center
- XVII. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.

Sincerely,

*James Oliver*  
James Oliver  
District Manager

**Community Interest:**

- A. Roadways –*Supervisor Ray*
- B. Landscaping Conservation Areas – Vice Chairman Rojas
- C. Parks and Recreation/Bike Paths/Trail System –*Supervisor Ray*
- D. Budget / Bond Refinancing – *Chairman DePreist*
- E. Security –*Chairman DePriest*
- F. HOA Coordination – *Supervisor Johnston*
- G. City/County Coordination – *Chairman DePreist*
- H. Community Liaison – *Supervisor Kelley*

*FOURTH ORDER OF BUSINESS*

*A.*

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, February 13, 2020 at 6:32 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

Jennings DePriest	Chairman
Kyle Rojas	Vice Chairman
John Ray	Supervisor
April Johnston	Supervisor
Brian Kelley	Supervisor

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager – GMS
Keith Dantin	Engineering Consultant
John Curtis	St. Joe

Audience Members

The following is a summary of the actions taken at the February 13, 2020 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. DePriest 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**

A resident stated thank you for doing the traffic study.



Ms. Barber stated I wanted to thank you for the past 20 years, Robert, the board, and residents of SouthWood. We have strived really hard to keep it looking beautiful here and we are looking to adding battery operated equipment, electric mowers in the next six months.

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

- A. Approval of the Minutes of the December 12, 2019 Meeting**
- B. Balance Sheet as of December 31, 2019 and Statement of Revenues & Expenditures for the Period Ending December 31, 2019**
- C. Allocation of Assessments**
- D. Check Register**

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

**FIFTH ORDER OF BUSINESS** **Acceptance of Fiscal Year 2019 Audit Report**

Mr. Oliver gave an overview of the fiscal year 2019 audit and stated it is a clean audit report performed by Carr, Riggs & Ingram, the firm you selected through the RFP process a couple of years ago.

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

**SIXTH ORDER OF BUSINESS** **Appointment of Audit Services RFP Committee**

On MOTION by Mr. Kelley seconded by Mr. Rojas with all in favor the board members were appointed to serve as the audit committee and Mr. DePriest was appointed to chair the committee.

**SEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2020-04 Adopting Internal Controls Policy**

Ms. Sandy stated last year legislation was passed that requires us to adopt policies to prevent waste, fraud and abuse and we have worked with the various district managers throughout the state to come up with these policies that are in your agenda package. A lot of these items are already being done; we are just adopting the policy.

On MOTION by Mr. Kelley seconded by Ms. Johnston with all in favor Resolution 2020-04 was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Letter of Credit in Lieu of Performance Bond**

Mr. DePriest stated this item is related to the space behind the town center, the developer on the project has asked us to accept a letter of credit instead of a performance bond. Mr. Berlin went through with a fine-tooth comb and found a sidewalk they needed to include.

Ms. Sandy stated the city has approved this letter of credit in lieu of a performance bond, confirmed those are the improvements still outstanding and they feel the \$28,000 it represents is cushion enough. The letter of credit has been signed and is in place. We are asking you to accept the letter of credit and direct staff to release the performance bond.

On MOTION by Mr. Kelley seconded by Ms. Johnston with all in favor the letter of credit was accepted and staff was directed to release the performance bond.

**NINTH ORDER OF BUSINESS**

**St. Joe Update (John Curtis)**

Mr. Curtis gave an update on upcoming projects, roadway construction and timeline of city departmental reviews. Mr. Curtis asked the Board to reconsider accepting the ownership and maintenance responsibilities for the common areas in LDF-5 (Phases 1-3), as well as those around the charter school and LDF-3. Mr. DePriest requested those items be on the agenda for the next Board meeting.

**TENTH ORDER OF BUSINESS**

**Update Regarding DRI Matters**

Mr. Dantin gave an overview of the redesign of the district's stormwater management plan, proposed traffic calming options and wayfinding signage that may benefit pedestrian and bicyclists.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Landscape Maintenance RFP Project Manual**

Ms. Sandy stated we are looking at running the RFP notice on February 24<sup>th</sup>, with a pre-proposal meeting on March 2<sup>nd</sup>, deadline for questions on March 9<sup>th</sup>, with proposals being submitted on March 23<sup>rd</sup>. There would be a public meeting for opening proposals, board

members can attend but it is not a board of supervisors regular meeting. The proposals will be brought to this board on the April 9<sup>th</sup> regular meeting. The project manual is in the agenda package, in front of you is the maintenance map as well as some of the unit pricing and schedules that will be included with the project manual along with a detailed scope of services that Robert has put together. All those items are pretty much finalized at this point. Additionally, the Project Manual includes the evaluation criteria the Board would use to review and evaluate the proposals.

On MOTION by Ms. Johnston seconded by Mr. Kelley with all in favor the evaluation criteria and the RFP project manual for landscape maintenance services was approved in substantial form subject to staff finalizing the project manual and staff was authorized to notice the RFP.

## **TWELFTH ORDER OF BUSINESS**

### **Discussion of Barringer Hill Traffic/Safety**

Mr. Dantin stated there are a couple options that we talked about last time and we will continue to push with the city in our ongoing discussions. One would be to close the median at Four Oaks and not allow left turns onto Barringer Hill from Four Oaks. It would stop the flow of traffic coming onto Barringer Hill going to the golf course; add more wayfinding signs to the golf course to bring them down to Grove Park. It would also provide a safe haven for pedestrians and bicyclists crossing the trail system at Barringer Hill.

You could also introduce an option of chicanes, narrowing a street by forcing people into narrow driveways and making them slow down. They are more effective than speed humps and can be introduced on a collector road where you can't put speed humps.

## **THIRTEENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney – Discussion Regarding Plat Review Process**

Ms. Sandy reviewed the proposed plat review process and memorandum of understanding that will be on a future agenda after St. Joe's comments are received.

#### **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.

**4. Special Event Permit (Therese Kemper Graduate Student Afternoon)**

Mr. Berlin outlined the request and the board had no objection.

**E. Manager**

There being none, the next item followed.

**FOURTEENTH ORDER OF BUSINESS      Supervisor's Requests**

There being none, the next item followed.

**FIFTEENTH ORDER OF BUSINESS      Audience Comments**

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

Mr. Berlin responded the city is in the stormwater permitting process at this time.

Mr. Curtis stated we are also working with the county and the city. One of the issues with the city park was water pressure and the city and county are working to extend the water along Tram from Capital Circle up to Four Oaks and they are building a trail and that trail will go all the way down to Fairview.

A resident asked in unit 22 are we still going to have a library?

Mr. Curtis responded no, the library has told us since they build the new library they are not going to build a library in SouthWood.

A resident asked have you considered signs that say “slow residential community” or something like that?

Mr. DePriest stated the city controls the roads and the signage. We have speed limit signs that are legally enforceable.

Mr. Rojas stated have your neighbors put those little men with flags that say, slow children at play.

**SIXTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – April 9, 2020 at  
6:30 p.m. at the Southwood Community  
Center**

Mr. DePriest stated our next meeting is April 9, 2020.

Ms. Johnston moved to adjourn the meeting at 8:00 p.m.

---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman

*B.*

**Capital Region**  
**Community Development District**  
**Unaudited Financial Statements**  
**March 31, 2020**

**Meeting Date**  
**April 21, 2020**

**CAPITAL REGION  
COMMUNITY DEVELOPMENT DISTRICT**

**BALANCE SHEET**

March 31, 2020

	General	Debt Service	Non-Major Fund	Total Governmental Funds
<b>ASSETS:</b>				
CASH	\$110,666	---	---	\$110,666
Capital Reserve	---	---	\$71,667	\$71,667
INVESTMENT - STATE BOARD	\$1,138,213	---	---	\$1,138,213
<b>INVESTMENTS:</b>				
<b>Series 2011A1</b>				
Reserve A1	---	\$185,694	---	\$185,694
Revenue A1	---	\$369,249	---	\$369,249
Prepayment A1	---	\$11,512	---	\$11,512
<b>Series 2013</b>				
Reserve	---	\$430,794	---	\$430,794
Revenue	---	\$990,397	---	\$990,397
Prepayment	---	\$150	---	\$150
<b>Series 2018A1</b>				
Reserve	---	\$651,977	---	\$651,977
Revenue	---	\$651,262	---	\$651,262
Prepayment	---	\$14,093	---	\$14,093
Due From General	---	\$325,803	---	\$325,803
<b>Series 2018A2</b>				
Reserve	---	\$136,528	---	\$136,528
Revenue	---	\$262,313	---	\$262,313
Prepayment	---	\$4,998	---	\$4,998
<b>TOTAL ASSETS</b>	<u>\$1,248,880</u>	<u>\$4,034,770</u>	<u>\$71,667</u>	<u>\$5,355,317</u>
<b>LIABILITIES:</b>				
DUE TO OTHER	\$37,523	---	---	\$37,523
DEFERRED REVENUE	\$31,597	---	---	\$31,597
<b>FUND BALANCES:</b>				
UNASSIGNED FOR GENERAL FUND	\$1,179,761	---	---	\$1,179,761
ASSIGNED FOR CAPITAL PROJECTS	---	---	\$71,667	\$71,667
RESTRICTED FOR DEBT SERVICE	---	\$4,034,770	---	\$4,034,770
<b>LIABILITIES &amp; FUND EQUITY &amp; OTHER CREDITS</b>	<u>\$1,248,880</u>	<u>\$4,034,770</u>	<u>\$71,667</u>	<u>\$5,355,317</u>



**CAPITAL REGION**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Period Ended March 31, 2020

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/20	ACTUAL THRU 03/31/20	VARIANCE
<b>REVENUES:</b>				
Special Assessment-On Roll	\$1,181,280	\$1,151,316	\$1,151,316	\$0
Special Assessment-Direct - St Joe	\$379,158	\$189,579	\$189,579	\$0
Interest Income/Miscellaneous	\$2,500	\$1,250	\$4,775	\$3,525
<b>TOTAL REVENUES</b>	<b>\$1,562,937</b>	<b>\$1,342,145</b>	<b>\$1,345,671</b>	<b>\$3,525</b>
<b>EXPENDITURES:</b>				
<b>ADMINISTRATIVE:</b>				
Supervisors Fees	\$6,000	\$3,000	\$2,800	\$200
FICA Expense	\$459	\$230	\$214	\$15
Engineering	\$30,000	\$15,000	\$6,896	\$8,104
Arbitrage	\$3,750	\$600	\$600	\$0
Dissemination	\$7,300	\$3,650	\$3,650	\$0
Attorney	\$57,000	\$28,500	\$15,237	\$13,263
Annual Audit	\$4,000	\$4,250	\$4,250	\$0
Annual Report	\$500	\$0	\$0	\$0
Trustee Fees	\$14,000	\$8,485	\$8,485	\$0
Assessment Roll Services	\$11,500	\$11,500	\$11,500	\$0
Management Fees	\$48,620	\$24,310	\$24,310	\$0
Information Technology	\$2,800	\$1,400	\$1,400	\$0
Records Storage	\$150	\$75	\$0	\$75
Travel & Per Diem	\$1,750	\$875	\$733	\$142
Telephone	\$300	\$150	\$197	(\$47)
Postage	\$1,500	\$750	\$411	\$339
Printing & Binding	\$2,000	\$1,000	\$858	\$142
Insurance	\$16,627	\$16,738	\$16,738	\$0
Legal Advertising	\$3,500	\$1,750	\$1,080	\$670
Other Current Charges	\$1,600	\$800	\$1,008	(\$208)
Office Supplies	\$200	\$100	\$52	\$48
Dues, Licenses, Subscriptions	\$3,175	\$175	\$175	\$0
Capital Outlay	\$250	\$125	\$0	\$125
<b>TOTAL ADMINISTRATIVE</b>	<b>\$216,980</b>	<b>\$123,463</b>	<b>\$100,594</b>	<b>\$22,869</b>
<b>FIELD:</b>				
Management Fees	\$126,000	\$63,000	\$63,000	\$0
Security	\$10,000	\$5,000	\$5,843	(\$843)
Communications	\$10,000	\$5,000	\$2,500	\$2,500
Utilities	\$45,000	\$22,500	\$19,034	\$3,466
Landscape Maintenance - Contract	\$879,249	\$439,624	\$439,624	\$0
Landscape Maintenance - New Units/Street Trees	\$7,500	\$3,750	\$96	\$3,654
Pond Maintenance - Contract	\$5,000	\$2,500	\$865	\$1,635
Pond Repairs - Current Units	\$30,000	\$15,000	\$21,149	(\$6,149)
Pond Repairs - New Units	\$1,500	\$750	\$0	\$750

# CAPITAL REGION

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Period Ended March 31, 2020

<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/20</u>	<u>ACTUAL THRU 03/31/20</u>	<u>VARIANCE</u>
<b><u>EXPENDITURES:</u></b>				
<b><u>FIELD: (continued)</u></b>				
SWMF Operating Permit Fees	\$5,508	\$2,754	\$25	\$2,729
Irrigation Maintenance - Contract	\$49,604	\$24,802	\$24,802	(\$0)
Irrigation Maintenance - New Units	\$500	\$250	\$12	\$238
Irrigation Repairs - Current Units	\$40,000	\$20,000	\$17,363	\$2,637
Irrigation Systems Upgrades	\$1,250	\$625	\$0	\$625
Preserve Maintenance	\$40,000	\$20,000	\$33,794	(\$13,794)
Tot Lot Inspection/Maintenance	\$5,000	\$2,500	\$0	\$2,500
Tree Removal/Trimming/Cleanup	\$35,000	\$17,500	\$6,050	\$11,450
Alleyway Maintenance	\$5,000	\$2,500	\$600	\$1,900
Miscellaneous Maintenance	\$7,500	\$3,750	\$5,247	(\$1,497)
Special Events	\$5,000	\$2,500	(\$350)	\$2,850
Other-Contingency	\$5,000	\$2,500	\$737	\$1,763
Capital Expenditures	\$25,000	\$12,500	\$0	\$12,500
Reserve for Capital - R&R	\$94,209	\$47,104	\$0	\$47,104
Common Area Maintenance	\$8,000	\$4,000	\$2,421	\$1,579
<b><u>TOTAL FIELD</u></b>	<b><u>\$1,440,820</u></b>	<b><u>\$720,410</u></b>	<b><u>\$642,813</u></b>	<b><u>\$77,597</u></b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>\$1,657,800</u></b>	<b><u>\$843,873</u></b>	<b><u>\$743,407</u></b>	<b><u>\$100,466</u></b>
<b><u>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</u></b>	<b><u>(\$94,863)</u></b>	<b><u>\$498,273</u></b>	<b><u>\$602,264</u></b>	<b><u>\$103,991</u></b>
<b><u>NET CHANGE IN FUND BALANCE</u></b>	<b><u>(\$94,863)</u></b>	<b><u>\$498,273</u></b>	<b><u>\$602,264</u></b>	<b><u>\$103,991</u></b>
FUND BALANCE - Beginning	\$94,863		\$577,497	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$1,179,761</u>	

**CAPITAL REGION CDD  
GENERAL FUND  
FY 2020**

Description	ADOPTED BUDGET	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date
<b>REVENUES:</b>														
Special Assessment-On Roll	\$1,181,280	\$0	\$149,478	\$925,674	\$40,852	\$16,720	\$18,592	\$0	\$0	\$0	\$0	\$0	\$0	\$1,151,316
Special Assessment-Direct - St Joe	\$379,158	\$31,597	\$31,597	\$31,597	\$31,597	\$31,597	\$31,597	\$0	\$0	\$0	\$0	\$0	\$0	\$189,579
Interest Income/Miscellaneous	\$2,500	\$828	\$593	\$380	\$362	\$1,246	\$1,366	\$0	\$0	\$0	\$0	\$0	\$0	\$4,775
Carry Forward Surplus	\$94,863	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$1,657,800</b>	<b>\$32,425</b>	<b>\$181,668</b>	<b>\$957,650</b>	<b>\$72,810</b>	<b>\$49,563</b>	<b>\$51,555</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,345,671</b>

**EXPENDITURES:**

**Administrative:**

Supervisors Fees	\$6,000	\$800	\$0	\$1,000	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800
FICA Expense	\$459	\$61	\$0	\$77	\$0	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$214
Engineering	\$30,000	\$1,313	\$407	\$2,525	\$2,418	\$233	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,896
Arbitrage	\$3,750	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Dissemination	\$7,300	\$608	\$608	\$608	\$608	\$608	\$608	\$0	\$0	\$0	\$0	\$0	\$0	\$3,650
Attorney	\$57,000	\$2,435	\$147	\$6,024	\$1,935	\$4,696	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,237
Annual Audit	\$4,000	\$0	\$0	\$4,000	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,250
Annual Report	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee Fees	\$14,000	\$4,337	\$0	\$4,148	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,485
Assessment Roll Services	\$11,500	\$11,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,500
Management Fees	\$48,620	\$4,052	\$4,052	\$4,052	\$4,052	\$4,052	\$4,052	\$0	\$0	\$0	\$0	\$0	\$0	\$24,310
Information Technology	\$2,800	\$233	\$233	\$233	\$233	\$233	\$233	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400
Records Storage	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel & Per Diem	\$1,750	\$238	\$142	\$172	\$181	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$733
Telephone	\$300	\$42	\$20	\$0	\$21	\$65	\$48	\$0	\$0	\$0	\$0	\$0	\$0	\$197
Postage	\$1,500	\$132	\$9	\$75	\$18	\$107	\$71	\$0	\$0	\$0	\$0	\$0	\$0	\$411
Printing & Binding	\$2,000	\$78	\$178	\$17	\$299	\$48	\$239	\$0	\$0	\$0	\$0	\$0	\$0	\$858
Insurance	\$16,627	\$16,738	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,738
Legal Advertising	\$3,500	\$96	\$360	\$97	\$99	\$428	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,080
Other Current Charges	\$1,600	\$188	\$197	\$154	\$2	\$0	\$466	\$0	\$0	\$0	\$0	\$0	\$0	\$1,008
Office Supplies	\$200	\$6	\$15	\$0	\$15	\$0	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$52
Dues, Licenses, Subscriptions	\$3,175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Capital Outlay	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Administrative</b>	<b>\$216,980</b>	<b>\$43,632</b>	<b>\$6,370</b>	<b>\$23,182</b>	<b>\$10,130</b>	<b>\$11,546</b>	<b>\$5,732</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,594</b>

**CAPITAL REGION CDD  
GENERAL FUND  
FY 2020**

Description	ADOPTED BUDGET	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date
<i>Maintenance:</i>														
Management Fees	\$126,000	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$0	\$0	\$0	\$0	\$0	\$0	\$63,000
Security	\$10,000	\$5,738	\$105	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,843
Communications	\$10,000	\$500	\$500	\$0	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
Utilities	\$45,000	\$6,293	\$2,494	\$2,658	\$2,167	\$1,820	\$3,603	\$0	\$0	\$0	\$0	\$0	\$0	\$19,034
Landscape Maintenance - Contract	\$879,249	\$73,271	\$73,271	\$73,271	\$73,271	\$73,271	\$73,271	\$0	\$0	\$0	\$0	\$0	\$0	\$439,624
Landscape Maintenance - New Units/Street Trees	\$7,500	\$5	\$5	\$5	\$71	\$5	\$5	\$0	\$0	\$0	\$0	\$0	\$0	\$96
Pond Maintenance - Contract	\$5,000	\$0	\$0	\$865	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$865
Pond Repairs - Current Units	\$30,000	\$5,043	\$6,275	\$74	\$0	\$2,775	\$6,984	\$0	\$0	\$0	\$0	\$0	\$0	\$21,149
Pond Repairs - New Units	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SWMF Operating Permit Fees	\$5,508	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25
Irrigation Maintenance - Contract	\$49,604	\$4,134	\$4,134	\$4,134	\$4,134	\$4,134	\$4,134	\$0	\$0	\$0	\$0	\$0	\$0	\$24,802
Irrigation Maintenance - New Units	\$500	\$0	\$0	\$3	\$3	\$3	\$3	\$0	\$0	\$0	\$0	\$0	\$0	\$12
Irrigation Repairs - Current Units	\$40,000	\$1,498	\$1,426	\$990	\$7,349	\$1,602	\$4,499	\$0	\$0	\$0	\$0	\$0	\$0	\$17,363
Irrigation Systems Upgrades	\$1,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Preserve Maintenance	\$40,000	\$7,842	\$735	\$3,452	\$5,611	\$0	\$16,155	\$0	\$0	\$0	\$0	\$0	\$0	\$33,794
Tot Lot Inspection/Maintenance	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tree Removal/Trimming/Cleanup	\$35,000	\$0	\$1,500	\$0	\$3,330	\$1,220	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,050
Alleyway Maintenance	\$5,000	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Miscellaneous Maintenance	\$7,500	\$2,000	\$1,738	\$953	\$42	\$513	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,247
Special Events	\$5,000	-\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$350
Other-Contingency	\$5,000	\$0	\$0	\$545	\$0	\$163	\$30	\$0	\$0	\$0	\$0	\$0	\$0	\$737
Capital Expenditures	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve for Capital - R&R	\$94,209	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Common Area Maintenance	\$8,000	\$1,159	\$391	\$0	\$872	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,421
<b>Total Maintenance</b>	<b>\$1,440,820</b>	<b>\$118,257</b>	<b>\$103,072</b>	<b>\$97,448</b>	<b>\$107,848</b>	<b>\$96,505</b>	<b>\$119,682</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$642,813</b>
<b>Total Recreatin Facility</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$1,657,800</b>	<b>\$161,889</b>	<b>\$109,442</b>	<b>\$120,631</b>	<b>\$117,979</b>	<b>\$108,051</b>	<b>\$125,415</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$743,407</b>
<b>Interfund Tranfer In/(Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$0</b>	<b>(\$129,465)</b>	<b>\$72,226</b>	<b>\$837,019</b>	<b>(\$45,168)</b>	<b>(\$58,488)</b>	<b>(\$73,860)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$602,264</b>

# CAPITAL REGION

## COMMUNITY DEVELOPMENT DISTRICT

### CAPITAL RESERVE

Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Period Ended March 31, 2020

<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/20</u>	<u>ACTUAL THRU 03/31/20</u>	<u>VARIANCE</u>
<b>REVENUES:</b>				
Capital Reserve Contribution	\$119,209	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$119,209</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>				
Reserve for Capital - R&R	\$0	\$0	\$1,050	(\$1,050)
Other Charges	\$600	\$300	\$281	\$19
<b>TOTAL EXPENDITURES</b>	<b>\$600</b>	<b>\$300</b>	<b>\$1,331</b>	<b>(\$1,031)</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>\$118,609</b>	<b>(300.00)</b>	<b>(1,330.75)</b>	<b>(1,030.75)</b>
FUND BALANCE - Beginning	\$102,095		\$72,998	
FUND BALANCE - Ending	<u>\$220,704</u>		<u>\$71,667</u>	

# CAPITAL REGION

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND - SERIES 2011A1 & A2

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ended March 31, 2020

<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/20</u>	<u>ACTUAL THRU 03/31/20</u>	<u>VARIANCE</u>
<b><u>REVENUES:</u></b>				
Special Assessments - Residential	\$379,445	\$367,481	\$367,481	\$0
Interest Income	\$1,000	\$500	\$2,646	\$2,146
<b>TOTAL REVENUES</b>	<b>\$380,445</b>	<b>\$367,981</b>	<b>\$370,127</b>	<b>\$2,146</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>SERIES 2011-A1</u></b>				
Interest - 11/1 - 2011A1	\$85,659	\$85,659	\$85,659	\$0
Interest - 5/1 - 2011A1	\$85,659	\$0	\$0	\$0
Principal - 5/1 - 2011A1	\$200,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$371,318</b>	<b>\$85,659</b>	<b>\$85,659</b>	<b>\$0</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>\$9,127</b>	<b>\$282,322</b>	<b>\$284,468</b>	<b>\$2,146</b>
FUND BALANCE - Beginning	\$96,300		\$281,986	
FUND BALANCE - Ending	<u>\$105,427</u>		<u>\$566,455</u>	

# CAPITAL REGION

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND - SERIES 2013A

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ended March 31, 2020

<u>DESCRIPTION</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/20</u>	<u>ACTUAL THRU 03/31/20</u>	<u>VARIANCE</u>
<b><u>REVENUES:</u></b>				
Special Assessments - Residential	\$381,326	\$368,558	\$368,558	\$0
Special Assessments - Commercial	\$480,848	\$478,341	\$478,341	\$0
Interest Income	\$2,500	\$1,250	\$7,169	\$5,919
<b>TOTAL REVENUES</b>	<b>\$864,674</b>	<b>\$848,148</b>	<b>\$854,068</b>	<b>\$5,919</b>
<b><u>EXPENDITURES:</u></b>				
Interest- 11/1	\$215,209	\$215,209	\$215,209	\$0
Interest - 5/1	\$215,209	\$0	\$0	\$0
Principal - 5/1	\$440,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$870,418</b>	<b>\$215,209</b>	<b>\$215,209</b>	<b>\$0</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>(\$5,744)</b>	<b>\$632,939</b>	<b>\$638,859</b>	<b>\$5,920</b>
FUND BALANCE - Beginning	\$347,730		\$782,482	
FUND BALANCE - Ending	\$341,986		\$1,421,341	

# CAPITAL REGION

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND - SERIES 2018A1

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ended March 31, 2020

<u>DESCRIPTION</u>	<u>PROPOSED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/20</u>	<u>ACTUAL THRU 03/31/20</u>	<u>VARIANCE</u>
<b><u>REVENUES:</u></b>				
Special Assessments - Residential	\$114,569	\$138,133	\$138,133	\$0
Special Assessments - Commercial	\$75,911	\$76,770	\$76,770	\$0
Special Assessments - Direct	\$1,115,613	\$760,207	\$760,207	\$0
Interest Income	\$2,500	\$1,250	\$5,330	\$4,080
<b>TOTAL REVENUES</b>	<b>\$1,308,594</b>	<b>\$976,360</b>	<b>\$980,440</b>	<b>\$4,080</b>
<b><u>EXPENDITURES:</u></b>				
Interest - 11/1	\$401,650	\$401,650	\$401,650	\$0
Special Call - 11/1	\$0	\$0	\$5,000	(\$5,000)
Interest - 5/1	\$401,650	\$0	\$0	\$0
Principal - 5/1	\$510,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$1,313,300</b>	<b>\$401,650</b>	<b>\$406,650</b>	<b>(\$5,000)</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>(\$4,706)</b>	<b>\$574,710</b>	<b>\$573,790</b>	<b>(\$920)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(\$4,706)</b>	<b>\$574,710</b>	<b>\$573,790</b>	<b>(\$920)</b>
FUND BALANCE - Beginning	\$463,753		\$1,069,346	
FUND BALANCE - Ending	\$459,047		\$1,643,136	



# CAPITAL REGION

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND - SERIES 2018A2

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ended March 31, 2020

<u>DESCRIPTION</u>	<u>PROPOSED BUDGET</u>	<u>PRORATED BUDGET THRU 03/31/20</u>	<u>ACTUAL THRU 03/31/20</u>	<u>VARIANCE</u>
<b><u>REVENUES:</u></b>				
Special Assessments - Residential	\$273,055	\$261,230	\$261,230	\$0
Interest Income	\$2,500	\$1,250	\$1,606	\$356
<b>TOTAL REVENUES</b>	<b>\$275,555</b>	<b>\$262,480</b>	<b>\$262,836</b>	<b>\$356</b>
<b><u>EXPENDITURES:</u></b>				
Interest - 11/1	\$55,096	\$55,096	\$55,096	\$0
Interest - 5/1	\$55,096	\$0	\$0	\$0
Principal - 5/1	\$165,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$275,192</b>	<b>\$55,096</b>	<b>\$55,096</b>	<b>\$0</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>\$363</b>	<b>\$207,384</b>	<b>\$207,740</b>	<b>\$356</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$363</b>	<b>\$207,384</b>	<b>\$207,740</b>	<b>\$356</b>
FUND BALANCE - Beginning	\$58,522		\$196,099	
FUND BALANCE - Ending	\$58,885		\$403,839	

*C.*

**CAPITAL REGION CDD  
ASSESSMENT RECEIPTS FISCAL YEAR 2020**

ASSESSED TO	# UNITS	SERIES 2008 / 2018-1 RESIDENTIAL	SERIES 2008 / 2018-1 COMMERCIAL	SERIES 2011A-1 RESIDENTIAL	SERIES 2011A-2 / 2018-2 COMMERCIAL	SERIES 2013 RESIDENTIAL	SERIES 2013 COMMERCIAL	TOTAL DEBT SERVICE	FISCAL YEAR 2020 O&M	TOTAL ASSESSED
ST JOE COMPANY	1,692.00	-	1,086,010.90	-	-	-	-	1,086,010.90	379,158.05	1,465,168.95
LEON CO. TAX ROLL	2,991.58	142,917.85	77,165.00	379,444.65	274,147.35	381,324.91	480,803.85	1,735,803.62	1,181,279.95	2,917,083.56
<b>TOTAL NET ASSESSED</b>	<b>4,683.58</b>	<b>142,917.85</b>	<b>1,163,175.90</b>	<b>379,444.65</b>	<b>274,147.35</b>	<b>381,324.91</b>	<b>480,803.85</b>	<b>2,821,814.51</b>	<b>1,560,438.00</b>	<b>4,382,252.51</b>

RECEIVED BY		SERIES 2008 / 2018-1 RESIDENTIAL	SERIES 2008 / 2018-1 COMMERCIAL	SERIES 2011A-1 RESIDENTIAL	SERIES 2011A-2 / 2018-2 COMMERCIAL	SERIES 2013 RESIDENTIAL	SERIES 2013 COMMERCIAL	TOTAL DEBT SERVICE	FISCAL YEAR 2020 O&M	TOTAL COLLECTED NET
ST JOE COMPANY		-	760,207.63	-	-	-	-	760,207.63	221,175.50	981,383.13
<b>TOTAL DUE DIRECT INVOICE</b>		-	<b>325,803.27</b>	-	-	-	-	<b>325,803.27</b>	<b>157,982.55</b>	<b>483,785.82</b>
LEON CO DIST 1	11/13/2019	474.38	-	689.96	-	1,265.71	-	2,430.05	1,619.94	4,049.99
LEON CO DIST 2	11/25/2019	7,981.79	20,652.41	30,195.94	-	21,296.53	128,682.16	208,808.83	147,858.42	356,667.25
LEON CO DIST 3	12/11/2019	47,047.29	21,498.03	134,182.37	165,092.01	125,528.78	133,951.11	627,299.59	421,511.61	1,048,811.20
LEON CO DIST 4	12/20/2019	69,863.04	29,446.49	177,752.97	93,978.95	186,404.40	183,476.78	740,922.63	504,161.91	1,245,084.54
LEON CO DIST 5	1/15/2020	8,102.75	2,532.88	10,268.47	-	21,619.28	15,781.99	58,305.37	39,745.77	98,051.14
LEON CO DIST 6	1/30/2020	132.45	73.56	350.40	257.09	353.40	458.37	1,625.27	1,106.39	2,731.66
LEON CO DIST 7	2/19/2020	3,214.71	-	11,060.07	1,901.90	8,577.29	-	24,753.97	16,720.17	41,474.14
LEON CO DIST 8	3/16/2020	1,316.47	2,566.28	2,980.85	-	3,512.53	15,990.09	26,366.22	18,592.26	44,958.48
LEON CO DIST 9	4/9/2020	2,779.61	-	8,232.38	3,441.26	7,416.39	-	21,869.64	14,616.91	36,486.55
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>TOTAL RECEIVED TAX ROLL</b>		<b>140,912.49</b>	<b>76,769.65</b>	<b>375,713.41</b>	<b>264,671.21</b>	<b>375,974.31</b>	<b>478,340.50</b>	<b>1,712,381.57</b>	<b>1,165,933.38</b>	<b>2,878,314.95</b>
<b>TOTAL DUE TAX ROLL</b>		<b>2,005.36</b>	<b>395.35</b>	<b>3,731.24</b>	<b>9,476.14</b>	<b>5,350.60</b>	<b>2,463.35</b>	<b>23,422.04</b>	<b>15,346.57</b>	<b>38,768.61</b>

PERCENT RECEIVED		SERIES 2008 / 2018-1 RESIDENTIAL	SERIES 2008 / 2018-1 COMMERCIAL	SERIES 2011A-1 RESIDENTIAL	SERIES 2011A-2 / 2018-2 COMMERCIAL	SERIES 2013 RESIDENTIAL	SERIES 2013 COMMERCIAL	TOTAL DEBT SERVICE	FISCAL YEAR 2019 O&M	TOTAL
% RECEIVED DIRECT INVOICE		0.00%	70.00%	0.00%	0.00%	0.00%	0.00%	70.00%	58.33%	66.98%
% RECEIVED TAX ROLL		98.60%	99.49%	99.02%	96.54%	98.60%	99.49%	98.65%	98.70%	98.67%

*D.*

**Capital Region**  
**Community Development District**  
**Check Register Summary**  
**General Fund**

2/1/2020 - 3/31/2020

<i>Check Date</i>	<i>Check #'s</i>		<i>Total Amount</i>
2/3/2020	2413-2427	\$	1,186,564.43
2/19/2020	2428-2438	\$	210,321.39
3/11/2020	2439-2444	\$	318,923.40
3/17/2020	2445-2452	\$	107,465.35
3/26/2020	2453-2455	\$	23,489.40
3/31/2020	2456	\$	325,803.27
<b>Total</b>		<b>\$</b>	<b>2,172,567.24</b>

\* FedEx invoices will be provided upon request

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
2/03/20	99999	2/03/20	VOID	202002 000-00000-00000		C	.00	
			VOID CHECK					
*****INVALID VENDOR NUMBER*****								.00 002413
2/03/20	00024	11/18/19	191246	201911 320-57200-46900	BLAIRSTONE SEEDING-11/13	*	726.75	
		11/18/19	191247	201911 320-57200-47000	MOW/REMOVE DEBRI 11/14/19	*	210.00	
		1/06/20	191421	202001 320-57200-46490	REMOVE SIDEWALK-1/2/2020	*	774.00	
		1/06/20	191422	202001 320-57200-46450	REPLACE VALVE-1/3/2020	*	259.49	
		1/06/20	191423	202001 320-57200-46450	SLEEVING MATERIAL	*	40.80	
		1/07/20	191426	202001 320-57200-47000	BRUSH MOWING-1/7/2020	*	840.00	
		1/13/20	191433	202001 320-57200-46450	IRRIGATION REPAIR 1/8/20	*	184.77	
		1/13/20	191434	202001 320-57200-46450	IRRIG SOLENOID REPAIR 1/6	*	75.59	
		1/13/20	191435	202001 320-57200-46450	IRRIGATION REPAIR-1/7-10	*	416.20	
		1/21/20	191449	202001 320-57200-46450	MAINTLINE REPAIR 1/13-14	*	820.58	
		1/21/20	191450	202001 320-57200-46450	IRRIGATION REPAIR-1/16/20	*	374.16	
		1/21/20	191451	202001 320-57200-46450	VALVE REPAIR-1/13-14/2020	*	609.16	
		1/21/20	191453	202001 320-57200-46450	MAINTLINE EXT-1/15/2020	*	523.24	
		1/21/20	191454	202001 320-57200-47000	BOARDWALK REPAIR 1/9/2020	*	250.00	
		1/27/20	191456	202001 320-57200-46450	IRRIGATION REPAIR-1/22/20	*	242.96	
		1/27/20	191457	202001 320-57200-46450	VALVE REPLACE-1/24/2020	*	205.75	
		1/27/20	191458	202001 320-57200-46450	VALVE REPLACE-1/24/2020	*	514.50	
		1/27/20	191459	202001 320-57200-46450	IRRIGATION REPAIR-1/23/20	*	162.00	
		1/27/20	191460	202001 320-57200-46450	MAINLINE REPAIR-1/21/2020	*	193.24	
		1/27/20	191461	202001 320-57200-47000	MULCH INSTALL-1/24/2020	*	1,723.00	
		1/27/20	191463	202001 320-57200-46490	LIVEOAK LIMB REMOVAL 1/22	*	2,556.25	

CAPR CAPITAL REGION MPHILLIPS

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		2/01/20	191443	202002	320	57200	46200		FEB 2020 LANDSCAPE MAINT	*	73,270.74		
		2/01/20	191443	202002	320	57200	46225		FEB 2020 LANDSCAPE MAINT	*	5.02		
		2/01/20	191443	202002	320	57200	46400		FEB 2020 LANDSCAPE MAINT	*	4,133.70		
		2/01/20	191443	202002	320	57200	46425		FEB 2020 LANDSCAPE MAINT	*	3.00		
ALL-PRO LAND CARE OF TALLAHASSEE												89,114.90	002414
2/03/20	00157	1/17/20	011720	202001	320	57200	46910		PRESSURE CLEAN -1/17/20	*	871.50		
		1/17/20	011720	202001	320	57200	47000		PRESSURE CLEAN -1/17/20	*	2,797.50		
DAVE BORDEN												3,669.00	002415
2/03/20	00167	2/01/20	000426	202002	320	57200	34010		FEB 2020 SERVICES	*	500.00		
BULLDOG STRATEGY GROUP, LLC												500.00	002416
2/03/20	00106	2/01/20	02012020	202002	300	20700	10800		TXFER ST JOE DIRECT ASSES	*	17,699.41		
		2/03/20	02032020	202002	300	20700	10800		TXFER TAX RCPTS 2/3/2020	*	10,841.64		
CAPITAL REGION CDD - SERIES 2018A1												28,541.05	002417
2/03/20	00129	2/03/20	02032020	202002	300	20700	10000		TXFER TAX RCPTS 2/3/2020	*	10,618.87		
CAPITAL REGION CDD - SERIES 2011A1												10,618.87	002418
2/03/20	00130	2/03/20	02032020	202002	300	20700	11000		TXFER TAX RCPTS 2/3/2020	*	257.09		
CAPITAL REGION CDD - SERIES 2018A2												257.09	002419
2/03/20	00148	2/03/20	02032020	202002	300	20700	10900		TXFER TAX RCPTS 2/3/2020	*	38,213.04		
CAPITAL REGIONS CDD - SERIES 2013												38,213.04	002420
2/03/20	00107	12/17/19	16805205	201912	310	51300	32200		FY2019 AUDIT	*	4,000.00		
		1/27/20	16818836	202001	310	51300	32200		FY2019 AUDIT	*	250.00		
CARR,RIGGS & INGRAM,LLC												4,250.00	002421
2/03/20	00029	1/29/20	JAN2020	202001	320	57200	43000		JAN 2020 SERVICES	*	1,063.86		
CITY OF TALLAHASSEE - UTILITIES												1,063.86	002422
CAPR CAPITAL REGION MPHILLIPS													

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/03/20	00004	12/17/19	68696067	201912	310-51300-42000		SERVICE THRU 12/17/2019	*	66.64		
							FEDEX			66.64	002423
2/03/20	00008	1/22/20	112384	201912	310-51300-31500		GENERAL COUNSEL -12/31/19	*	4,408.00		
		1/22/20	112385	201912	310-51300-31500		MONTHLY MEETING-12/31/19	*	1,616.20		
							HOPPING, GREEN & SAMS, P.A.			6,024.20	002424
2/03/20	00026	2/03/20	02032020	202002	300-15100-10000		TXFER EXCESS FUNDS 2/3/20	*	1,000,000.00		
							STATE BOARD OF ADMINISTRATION			1,000,000.00	002425
2/03/20	00228	12/31/19	00030621	201912	310-51300-48000		NOTICE OF MTNG 12/3/2019	*	97.40		
							TALLAHASSEE MEDIA GROUP			97.40	002426
2/03/20	00082	12/24/19	5593026	201912	310-51300-32400		SERIES 2013 TRUSTEE FEES	*	4,148.38		
							U.S. BANK			4,148.38	002427
2/19/20	00024	2/03/20	191519	202001	320-57200-46225		PINE STRAW/INSTALL	*	65.95		
		2/03/20	191520	202001	320-57200-46450		IRRIGATION REPAIR	*	2,633.97		
		2/03/20	191521	202001	320-57200-46450		IRRIGATION REPAIR	*	92.30		
		2/03/20	191524	202001	320-57200-46900		DOG POT DISPENSER REPLACE	*	42.00		
							ALL-PRO LAND CARE OF TALLAHASSEE			2,834.22	002428
2/19/20	00126	2/12/20	1921546	202001	310-51300-31100		SERVICE THRU 1/31/2020	*	930.78		
							ATKINS NORTH AMERICA, INC.			930.78	002429
2/19/20	00106	2/19/20	02192020	202002	300-20700-10800		TXFER DIR ASSESS LEON CNT	*	3,214.71		
		2/19/20	02192020	202002	300-20700-10800		TXFER DIR ASSESS ST JOE	*	161,664.08		
							CAPITAL REGION CDD - SERIES 2018A1			164,878.79	002430
2/19/20	00129	2/19/20	02192020	202002	300-20700-10000		TXFER TAX RCPTS LEON CNTY	*	11,060.07		
							CAPITAL REGION CDD - SERIES 2011A1			11,060.07	002431

CAPR CAPITAL REGION MPHILLIPS



CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/19/20	00130	2/19/20	02192020	202002	300	20700	11000		TXFER TAX RCPTS LEON CNTY	*	1,901.90		
									CAPITAL REGION CDD - SERIES 2018A2			1,901.90	002432
2/19/20	00148	2/19/20	02192020	202002	300	20700	10900		TXFER TAX RCPTS LEON CNTY	*	8,577.29		
									CAPITAL REGIONS CDD - SERIES 2013			8,577.29	002433
2/19/20	00029	2/19/20	JAN-2020	202001	320	57200	43000		JAN 20 - SERVICES	*	1,102.92		
									CITY OF TALLAHASSEE - UTILITIES			1,102.92	002434
2/19/20	00137	2/13/20	1094	202001	310	51300	31100		SERVICE THRU 2/2/2020	*	1,487.50		
									DANTIN CONSULTING, LLC			1,487.50	002435
2/19/20	00061	2/01/20	407	202002	310	51300	34000		FEB 20 - MANAGEMENT FEES	*	4,051.67		
		2/01/20	407	202002	310	51300	35100		FEB 20 - INFO TECHNOLOGY	*	233.33		
		2/01/20	407	202002	310	51300	31300		FEB 20 - DISSEMINATION	*	608.33		
		2/01/20	407	202002	310	51300	51000		FEB 20 - OFFICE SUPPLIES	*	.18		
		2/01/20	407	202002	310	51300	42000		FEB 20 - POSTAGE	*	8.10		
		2/01/20	407	202002	310	51300	42500		FEB 20 - COPIES	*	47.70		
		2/01/20	407	202002	310	51300	41000		FEB 20 - PHONE	*	64.90		
		2/01/20	408	202002	320	57200	34000		FEB 20 - FACILITY MGMT	*	10,500.00		
									GOVERNMENTAL MANAGEMENT SERVICES			15,514.21	002436
2/19/20	00008	1/31/20	112762	202001	310	51300	31500		GENERAL COUNSEL 1/31/2020	*	1,934.72		
									HOPPING, GREEN & SAMS, P.A.			1,934.72	002437
2/19/20	00228	1/31/20	00314374	202001	310	51300	48000		NOTICE OF MEETING 1/30/20	*	98.99		
									TALLAHASSEE MEDIA GROUP			98.99	002438
3/11/20	99999	3/11/20	VOID	202003	000	00000	00000		VOID CHECK	C	.00		
									*****INVALID VENDOR NUMBER*****			.00	002439

CAPR CAPITAL REGION MPHILLIPS

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/11/20	00024	2/10/20	191532	202002	320	57200	46900		DOGI-POT POST REPLACEMENT	*	48.05		
		2/10/20	191538	202002	320	57200	46550		RPLC GATE LOCK	*	65.00		
		2/10/20	191540	202002	320	57200	46550		CORRECT DRAIN/BUILD SWALE	*	1,575.50		
		2/11/20	191542	202002	320	57200	46550		MOW POND BOTTOM/CLEAR DEB	*	966.00		
		2/17/20	191552	202002	320	57200	46900		LABOR- DOGI-POT REPAIR	*	21.00		
		2/17/20	191553	202002	320	57200	46490		RMV DEADWOOD/RAISE CANOPI	*	1,220.00		
		2/17/20	191555	202002	320	57200	46450		MAINLINE REPAIR	*	195.14		
		2/17/20	191556	202002	320	57200	46550		MOW AROUND HOLDING POND	*	84.00		
		2/17/20	191557	202002	320	57200	46900		JAP BLUEBERRY TREATMENT	*	444.00		
		2/17/20	191559	202002	320	57200	46550		POND BOTMOM MOWING	*	84.00		
		2/24/20	191563	202002	320	57200	46450		MAINLINE REPAIR	*	585.02		
		2/24/20	191564	202002	320	57200	46450		PIPE REPAIR/VALVE REPLACE	*	555.76		
		2/24/20	191565	202002	320	57200	46450		IRRIGATION REPAIR	*	266.36		
		3/01/20	191551	202003	320	57200	46200		MAR 20 LANDSCAPE MAINT	*	73,270.74		
		3/01/20	191551	202003	320	57200	46225		MAR 20 LANDSCAPE MAINT	*	5.02		
		3/01/20	191551	202003	320	57200	46400		MAR 20 LANDSCAPE MAINT	*	4,133.70		
		3/01/20	191551	202003	320	57200	46425		MAR 20 LANDSCAPE MAINT	*	3.00		
ALL-PRO LAND CARE OF TALLAHASSEE											83,522.29	002440	
3/11/20	00167	3/01/20	434	202003	320	57200	34010		MAR 2020 SERVICES	*	500.00		
BULLDOG STRATEGY GROUP, LLC											500.00	002441	
3/11/20	00106	3/11/20	03112020	202003	300	20700	10800		TXFER DIR ASSESS ST JOE	*	217,202.18		
CAPITAL REGION CDD - SERIES 2018A1											217,202.18	002442	
3/11/20	00029	3/11/20	FEB 2020	202002	320	57200	43000		FEB 2020 - SERVICES	*	1,820.11		
CITY OF TALLAHASSEE - UTILITIES											1,820.11	002443	
CAPR CAPITAL REGION MPHILLIPS													

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/11/20	00061	2/25/20	410	202002	320	57200	46650			*	162.50		
									MAINTENANCE SUPPLIES				
3/01/20		411		202003	310	51300	34000			*	4,051.67		
									MAR 20 - MANAGEMENT FEES				
3/01/20		411		202003	310	51300	35100			*	233.33		
									MAR 20 - COMPUTER TIME				
3/01/20		411		202003	310	51300	31300			*	608.33		
									MAR 20 - DISSEMINATION				
3/01/20		411		202003	310	51300	51000			*	15.15		
									MAR 20 - OFFICE SUPPLIES				
3/01/20		411		202003	310	51300	42000			*	20.90		
									MAR 20 - POSTAGE				
3/01/20		411		202003	310	51300	42500			*	238.80		
									MAR 20 - COPIES				
3/01/20		411		202003	310	51300	41000			*	48.14		
									MAR 20 - TELEPHONE				
3/01/20		412		202003	320	57200	34000			*	10,500.00		
									MAR 20 - FAC MANAGEMENT				
GOVERNMENTAL MANAGEMENT SERVICES											15,878.82	002444	
3/17/20	00024	4/01/20	191638	202004	320	57200	46200			*	73,270.74		
									APR 20 - LANDSCAPE MAINT				
4/01/20		191638		202004	320	57200	46225			*	5.02		
									APR 20 - LANDSCAPE MAINT				
4/01/20		191638		202004	320	57200	46400			*	4,133.70		
									APR 20 - LANDSCAPE MAINT				
4/01/20		191638		202004	320	57200	46425			*	3.00		
									APR 20 - LANDSCAPE MAINT				
ALL-PRO LAND CARE OF TALLAHASSEE											77,412.46	002445	
3/17/20	00126	3/10/20	1923161	202002	310	51300	31100			*	232.70		
									SERVICES THRU 02/29/2020				
ATKINS NORTH AMERICA, INC.											232.70	002446	
3/17/20	00157	3/16/20	031420	202003	320	57200	47000			*	2,976.00		
									PRESSURE CLEAN 03/16/20				
DAVE BORDEN											2,976.00	002447	
3/17/20	00106	3/17/20	03172020	202003	300	20700	10800			*	3,882.75		
									TXFER DIR ASSESS ST JOE				
CAPITAL REGION CDD - SERIES 2018A1											3,882.75	002448	
3/17/20	00129	3/17/20	03172020	202003	300	20700	10000			*	2,980.85		
									TXFER TAX RCPTS LEON CNTY				
CAPITAL REGION CDD - SERIES 2011A1											2,980.85	002449	
CAPR CAPITAL REGION MPHILLIPS													

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #	
3/17/20	00148	3/17/20 03172020	202003 300-20700-10900	TXFER TAX RCPTS LEON CNTY	*	19,502.62		
							CAPITAL REGIONS CDD - SERIES 2013	19,502.62 002450
3/17/20	00004	2/19/20 69323385	202002 310-51300-42000	DELIVERIES THRU 2/19/20	*	49.85		
							FEDEX	49.85 002451
3/17/20	00228	3/17/20 00031986	202002 310-51300-48000	NOTICE OF MEETING 3/17/20	*	428.12		
							TALLAHASSEE MEDIA GROUP	428.12 002452
3/26/20	00024	3/18/20 191639	202003 320-57200-47000	LAKE VERDURA-MOVING 3/12	*	42.00		
		3/23/20 191641	202003 320-57200-46550	POND REPAIR 2/19-3/19/20	*	6,605.60		
		3/25/20 191643	202003 320-57200-47000	TOTLOT-BRIDGE REPAIR 3/19	*	865.00		
							ALL-PRO LAND CARE OF TALLAHASSEE	7,512.60 002453
3/26/20	00041	3/18/20 14301	202003 320-57200-47000	BURN/FIRE OAKRIDGE RD	*	8,401.00		
		3/25/20 14303	202003 320-57200-47000	BURN/FIRE-TRAM RD	*	2,880.00		
							B&B DUGGER, INC.	11,281.00 002454
3/26/20	00008	2/29/20 113358	202002 310-51300-31500	GENERAL COUNSEL 2/29/2020	*	3,525.80		
		2/29/20 113359	202002 310-51300-31500	MONTHLY MEETING 2/29/2020	*	1,170.00		
							HOPPING, GREEN & SAMS, P.A.	4,695.80 002455
3/31/20	00106	3/31/20 03312020	202003 300-20700-10800	TXFER ST JOE DIRECT ASSES	*	325,803.27		
							CAPITAL REGION CDD - SERIES 2018A1	325,803.27 002456
						TOTAL FOR BANK B	2,172,567.24	
						TOTAL FOR REGISTER	2,172,567.24	

*NINTH ORDER OF BUSINESS*



# Proposal

Date	Proposal #
4/6/2020	062175

Tax ID#: 20-2068537

Phone: (850) 656-0208 ext. 408

Name / Address
CRCDD c/o GMS, LLC Attn: Robert Berlin 3196 Merchants Row, Suite 130 Tallahassee, FL 32311



P.O. No.	Project
	Additional Contracted ...

Description	Qty	Cost	Total
<p>Lake Verdura Pond Clearing &amp; Debris Disposal -Proposal is for weed harvesting on Verdura Lake which consists of: clearing a path so access ramp can be built to pond, removal of lily pads and placing material on the shore. Debris removal from shore is not uncluded, all pro to assess once material is dried and will provide an estimate for debris disposal.</p> <p>Clear path and remove lily pads on Lake Verdura</p>		5,880.00	5,880.00
<p>All work will be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above this proposal. Fuel surcharges may apply.</p>		<b>Total</b>	<b>\$5,880.00</b>

Accepted: The above process, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
Date

Please return by Fax: (850) 656-0191 or Email: [chrissy@allproemail.com](mailto:chrissy@allproemail.com)

*TENTH ORDER OF BUSINESS*

**Capital Region Community Development District:  
Work Authorization No. 13, Addendum #1  
for Atkins North America, Inc.**

April 21, 2020

Capital Region Community Development District  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092

Subject:       **Work Authorization No. 13, Addendum #1  
Capital Region Community Development District**

Dear Chairman, Board of Supervisors:

Atkins North America, Inc. (“Atkins”) is pleased to submit this Addendum #1 (“Addendum #1”) to Work Authorization Number 13 dated February 7, 2019 (“Work Authorization No. 13”) to provide engineering services for the Capital Region Community Development District (“District”). We will provide these services pursuant to our current agreement dated April 28, 2011 (“Engineering Agreement”), as supplemented by Work Authorization No. 13, as follows:

**I.       Scope of Work**

The District will engage the services of Atkins to perform those services as necessary pursuant to the Engineering Agreement, as supplemented by Work Authorization No. 13, including requested attendance at Board of Supervisors meetings and preparation of reports or other activities as directed by the District’s Board of Supervisors or its staff.

**II.       Fees**

The District will compensate Atkins for these services based on the actual hours worked and a 2.9 multiplier in an amount not-to-exceed \$10,000 without further authorization, which amount shall include all amounts incurred since the original date of Work Authorization Numer 13. The District will reimburse Atkins all direct costs, which include items such as printing, drawings, travel, deliveries, permit fees, et cetera, pursuant to the Engineering Agreement.

This Addendum #1, together with the Engineering Agreement and Work Authorization No. 13, represents the entire understanding between the District and Atkins with regard to the referenced work authorization. If you wish to accept this Addendum #1, please sign where indicated and return one copy to our office. Upon receipt, we will promptly schedule our services. Thank you for considering Atkins. We look forward to helping you create a quality project.

Sincerely,  
**Atkins North America, Inc.**

\_\_\_\_\_  
Mario Riviuccio

APPROVED AND ACCEPTED

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Representative of Capital Region Community Development District



*ELEVENTH ORDER OF BUSINESS*

**RESOLUTION 2020-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), FLORIDA STATUTES, AND REQUESTING THAT THE LEON COUNTY SUPERVISOR OF ELECTIONS PLACE SPECIAL DISTRICT CANDIDATES ON GENERAL ELECTION BALLOT; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Capital Region Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated partially within the City of Tallahassee, Florida, and entirely within Leon County, Florida; and

**WHEREAS**, the Board of Supervisors of the District (“**Board**”) seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Leon County Supervisor of Elections (“**Supervisor**”) to conduct the District’s elections by the qualified electors of the District at the general election (“**General Election**”).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT:**

1. **GENERAL ELECTION SEATS.** Seat 2, currently held by Brian Kelley, and Seat 4, currently held by John Ray, are scheduled for the General Election in November 2020. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Leon County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four (4) years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 21<sup>st</sup> day of April, 2020.

**CAPITAL REGION COMMUNITY  
DEVELOPMENT DISTRICT**

---

Chairman, Board of Supervisors

ATTEST:

---

Secretary

## **EXHIBIT A**

### **NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Capital Region Community Development District (“District”) will commence at noon on June 8, 2020, and close at noon on June 12, 2020. Candidates must qualify for the office of Supervisor with the Leon County Supervisor of Elections located at 2990-1 Apalachee Pkwy, Tallahassee, Florida 32303, Ph.: (850) 606-8683. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Leon County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Capital Region Community Development District has 2 seats up for election, specifically seats 2 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2020, and in the manner prescribed by law for general elections.

For additional information, please contact the Leon County Supervisor of Elections.

PUBLISH ON OR BEFORE MAY 25, 2020

*THIRTEENTH ORDER OF BUSINESS*

*D.*

*1.*



# CRCDD Weekly Review

Monday 3/2/20	Tuesday 3/3/20	Wednesday 3/4/20	Thursday 3/5/20	Friday 3/6/20
------------------	-------------------	---------------------	--------------------	------------------

**Weather of the Week**

Hi 71°F Lo 46°F Rain 0.00"	Hi 80°F Lo 64°F Rain 0.53"	Hi 82°F Lo 63°F Rain 0.51"	Hi 80°F Lo 57°F Rain 0.28"	Hi 70°F Lo 49°F Rain 0.00"
-------------------------------	-------------------------------	-------------------------------	-------------------------------	-------------------------------

**Full Maintenance**

UNIT 23:Riverton Park (Four Oaks to Summertree) UNIT 7:Riverton (Grove Park to Four Oaks)	Blitmore Ave (Units 16,2,25) Central Park:FL120 UNIT 1:Mulberry Park Blvd UNIT 1:TC1 Pond (FL130) UNIT 4:Grove Park Dr			Central Park:Park Crossing Tr Roadway Central Park:Trail N/C Check Quickbooks for notes::Community Garder Shumard Oak Blvd (Units 3,5) UNIT 21 & Arch Site:Arch Site Exterior
--	--	--	--	---

**Standard Maintenance**

				NON-UNIT:Merchants Row / Four Oaks Field
--	--	--	--	--

**Debris Cleanup**

	Central Park			
--	--------------	--	--	--

**Mulch**

				Shumard Oaks Blvd West (Unit 35) TR209A
--	--	--	--	--

**Detail service**

WD090N (Pond) WD290 (Pond)	WD090N (Pond) WD290 (Pond) UNIT 1:TC1 Pond (FL130)	UNIT 35:Merchants Row West	WD090S (Pond)	Central Park:(20) Trees off Grove Park Shumard Oaks Blvd West (Unit 35)
-------------------------------	--	----------------------------	---------------	--

**IPM**

**Fertilizer: 19-19-19**

UNIT 17:Shady View Pond (WD260)	Shumard Oaks Blvd West (Unit 35)			UNIT 35
---------------------------------	----------------------------------	--	--	---------

**Post-Emergent: Product Used - SpeedZone Southern**

CRCDD:Maintenance Four Oaks Blvd (Units 1,17,29) Orange Ave	UNIT 19:Twain Park UNIT 23:Riverton Park (Four Oaks to Summertree)			
---	---	--	--	--

**Pre-Emergent: Product used - Dimension 2EW**

CRCDD:Maintenance Four Oaks Blvd (Units 1,17,29) Orange Ave	UNIT 19:Twain Park UNIT 23:Riverton Park (Four Oaks to Summertree)			
---	---	--	--	--

**Non-Selective: Product used - Roundup QuikPro**

UNIT 29:Orange Ave (Mossy Creek to Four Oaks)			WD090N (Pond)	
---	--	--	---------------	--

**Accidents/Incidents:** None

**Safety and Training:** Weekly "Toolbox" Safety Meeting (Friday)

**Routine service**

Bi-weekly maintenance of Dogi Pots throughout the district.  
Bi-weekly removal of debris from grates throughout the district.  
Daily maintenance of trash cans throughout the district.  
Daily blowing of Merchant's Row at Town Center and Tot Lot.  
Weekly blowing and debris cleanup of Unit #10, Mossy Creek, and Central Park Trails as needed.





# CRCDD Weekly 3-13-2020

Monday 3/9/20	Tuesday 3/10/20	Wednesday 3/11/20	Thursday 3/12/20	Friday 3/13/20
------------------	--------------------	----------------------	---------------------	-------------------

**Weather of the Week**

Hi 76°F Lo 48°F Rain 0.00"	Hi 78°F Lo 56°F Rain 0.00"	Hi 78°F Lo 54°F Rain 0.00"	Hi 83°F Lo 54°F Rain 0.00"	Hi 81°F Lo 60°F Rain 0.00"
-------------------------------	-------------------------------	-------------------------------	-------------------------------	-------------------------------

**Full Maintenance**

	UNIT 4: Grove Park Dr			UNIT 20: Esplanade North (Unit 20) UNIT 37: Common Area UNIT 37: Esplanade Nature Trail
--	-----------------------	--	--	---

**Standard Maintenance**

	UNIT 1: WD240		UNIT 17: WD284 Pond on Four Oaks UNIT 18: WD281	
--	---------------	--	--	--

**Mulch**

UNIT 2: Carrollton Park UNIT 2: Endicott Park				
--	--	--	--	--

**Detail service**

WD090N (Pond) WD290 (Pond)	WD090N (Pond) WD290 (Pond)		WD090S (Pond)	Central Park: (20) Trees off Grove Park
-------------------------------	-------------------------------	--	---------------	---

**IPM**

**Post-Emergent: Product Used - SpeedZone Southern**

UNIT 29: Orange Ave (Mossy Creek to Four Oaks)	UNIT 27: New Village UNIT 29: Orange Ave (Mossy Creek to Four Oaks)	NON-UNIT: Merchants Row / Four Oaks Field UNIT 2: Longfellow tip ROW UNIT 2: Tremont	UNIT 2: Butterfly Parks	
--	--	--	-------------------------	--

**Pre-Emergent: Product used - Dimension 2EW**

UNIT 19: Twain Park UNIT 29: Orange Ave (Mossy Creek to Four Oaks) UNIT 30: Woodland Fields Park	NON-UNIT: Schoolhouse Rd. & Biltmore Ext. UNIT 27: New Village UNIT 29: Orange Ave (Mossy Creek to Four Oaks)	NON-UNIT: Merchants Row / Four Oaks Field NON-UNIT: SE Natural Area Blair/Espl/Overlook UNIT 2: Longfellow tip ROW UNIT 2: Tremont UNIT 29: Orange Ave (Mossy Creek to Four Oaks)	UNIT 2: Butterfly Parks	
--	---	---	-------------------------	--

**Non-Selective: Product used - Roundup QuikPro**

UNIT 29: Orange Ave (Mossy Creek to Four Oaks) UNIT 30: Woodland Fields Park Central Park: Butterfly Garden UNIT 19: Twain Park UNIT 30: Woodland Fields Park			WD090N (Pond) WD290 (Pond) CRCDD: Maintenance Four Oaks Blvd (Units 1,17,29) UNIT 16: Faulkner Park UNIT 7: Grove Park Dr Utility Boxes	
---	--	--	---	--

**Additional Contracted Work**

Unit	Date	Description	Invoice Number
17	3/12	Lake Verdura Easement Mowing	191639

**Accidents/Incidents:** None

**Safety and Training:** Weekly "Toolbox" Safety Meeting (Friday)

**Routine service**

Bi-weekly maintenance of Dogi Pots throughout the district.  
Bi-weekly removal of debris from grates throughout the district.  
Daily maintenance of trash cans throughout the district.  
Daily blowing of Merchant's Row at Town Center and Tot Lot.  
Weekly blowing and debris cleanup of Unit #10, Mossy Creek, and Central Park Trails as needed.



# CR added Weekly Review

Monday 3/16/20	Tuesday 3/17/20	Wednesday 3/18/20	Thursday 3/19/20	Friday 3/20/20
-------------------	--------------------	----------------------	---------------------	-------------------

### Weather of the Week

Hi 85°F Lo 61°F Rain 0.00"	Hi 79°F Lo 63°F Rain 0.00"	Hi 85°F Lo 63°F Rain 0.00"	Hi 84°F Lo 59°F Rain 0.00"	Hi 85°F Lo 59°F Rain 0.00"
-------------------------------	-------------------------------	-------------------------------	-------------------------------	-------------------------------

### Full Maintenance

Biltmore Ave (Units 16,2,25) Blair Stone Rd (Units 5,17) LSF-7:Common Area UNIT 2:Carrollton Park	UNIT 10:Green Spaces (2) UNIT 10:New Dawn Park UNIT 10:Overlook Park UNIT 10:Trails UNIT 10:WD141 UNIT 10:WD160 UNIT 16:Faulkner Park UNIT 16:Faulkner RoW UNIT 16:FL230 UNIT 16:Poe Park UNIT 16:Salinger & Sidewalk, Poe, Faulkner & Park UNIT 16:Salinger Way UNIT 21 & Arch Site:Arch Site Exterior UNIT 29:Coneflower Park UNIT 31:Parks, Green Space, Rows, Lift Station Unit 32:Alley Way Unit 32:Jasmine Hill Unit 32:Lantana Lane Unit 32:Orange Ave Unit 32:Overcup Way UNIT 4:Terrebone Dr.	Biltmore Ave (Units 16,2,25) Four Oaks Blvd (Units 1,17,29) UNIT 1:Verdura Point Park UNIT 19:Twain Park UNIT 23:Riverton Park (Four Oaks to Summertree)	Four Oaks Blvd (Units 1,17,29) NON-UNIT:Goldenrod & FL162 UNIT 17:WD284 Pond on Four Oaks UNIT 18:Cummings Park UNIT 29:Orange Ave (Mossy Creek to Four Oaks) UNIT 30:Woodland Fields Park	Orange Ave UNIT 29:Orange Ave (Mossy Creek to Four Oaks) Unit 32:Orange Ave UNIT 35:Merchants Row West
--	--	--	---	---

### Standard Maintenance

Blair Stone Rd (Units 5,17) LSF-7 LSF-7:FL263 UNIT 10	UNIT 31 UNIT 31:FL070 UNIT 31:FL170 & Buffer	Central Park UNIT 17:Shady View Pond (WD260) UNIT 17:WD253	UNIT 21 & Arch Site:Arch Site Conservation Area (Interior)	Central Park
--	--	--	--	--------------

### Debris Cleanup

		Four Oaks Blvd (Units 1,17,29)	Four Oaks Blvd (Units 1,17,29)	
--	--	--------------------------------	--------------------------------	--

### Detail service

WD090N (Pond) WD290 (Pond)	WD090N (Pond) WD290 (Pond)		WD090S (Pond)	Central Park:(20) Trees off Grove Park
-------------------------------	-------------------------------	--	---------------	--

### IPM

#### Post-Emergent: Product Used - SpeedZone Southern

Shumard Oak Blvd (Units 3,5) UNIT 16:Salinger Way UNIT 37:Esplanade Nature Trail UNIT 7:Grove Park Dr			Bermuda Plot (CP)	
--	--	--	-------------------	--

#### Pre-Emergent: Product used - Dimension 2EW

Shumard Oak Blvd (Units 3,5) UNIT 16:Salinger Way UNIT 37:Esplanade Nature Trail UNIT 7:Grove Park Dr				
--	--	--	--	--

#### Non-Selective: Product used - Roundup QuikPro

UNIT 29:Orange Ave (Mossy Creek to Four Oaks) UNIT 30:Woodland Fields Park Blair Stone Rd (Units 5,17) Esplanade Way (Unit 5) UNIT 20:Esplanade North (Unit 20) UNIT 35:Merchants Row West	Shumard Oak Blvd (Units 3,5)		WD090N (Pond) WD290 (Pond)	
---	------------------------------	--	-------------------------------	--

### Additional Contracted Work

Unit	Date	Description	Invoice Number
FL120	2/19, 2/20, 2/24 & 3/19	FL120 Pond Repairs	191641

**Accidents/Incidents:** None

**Safety and Training:** Weekly "Toolbox" Safety Meeting (Friday)

### Routine service

Bi-weekly maintenance of Dogi Pots throughout the district.  
 Bi-weekly removal of debris from grates throughout the district.  
 Daily maintenance of trash cans throughout the district.  
 Daily blowing of Merchant's Row at Town Center and Tot Lot.  
 Weekly blowing and debris cleanup of Unit #10, Mossy Creek, and Central Park Trails as needed.

Monday 3/23/20	Tuesday 3/24/20	Wednesday 3/25/20	Thursday 3/26/20	Friday 3/27/20
-------------------	--------------------	----------------------	---------------------	-------------------

**Weather of the Week**

Hi 85°F Lo 60°F Rain 0.00"	Hi 88°F Lo 62°F Rain 0.00"	Hi 88°F Lo 69°F Rain 0.00"	Hi 89°F Lo 63°F Rain 0.00"	Hi 88°F Lo 62°F Rain 0.00"
-------------------------------	-------------------------------	-------------------------------	-------------------------------	-------------------------------

**Full Maintenance**

Central Park: Park Crossing Tr Roadway Hemingway Blvd & Trail (Units 2,4) Shumard Oaks Blvd West (Unit 35) UNIT 1: Barringer Hill Nature Trail UNIT 1: Iberville Park UNIT 1: Mulberry Park Blvd UNIT 1: TC1 Pond (FL130) UNIT 29: Coneflower Park UNIT 35: Merchants Row West UNIT 5: Merchants Row UNIT 7: Riverton (Grove Park to Four Oaks) UNIT 8: WD140	Bermuda Plot (CP) Central Park: Park Crossing Trail Park Hemingway Blvd & Trail (Units 2,4) UNIT 14: Avon Park UNIT 14: Green Space UNIT 4: Grove Park Dr UNIT 5: Merchants Row UNIT 7: Grove Park Dr	Central Park: FL131 Central Park: Tot Lot Hemingway Blvd & Trail (Units 2,4) UNIT 23: Parks, Ponds & Green Spaces UNIT 5: Drayton Drive	NON-UNIT: Schoolhouse Rd. & Biltmore Ext. Schoolhouse Rd (Units 3,4) UNIT 2: Butterfly Parks UNIT 2: Newberry Parks UNIT 2: Tremont UNIT 25: Longfellow Park & Pocket Parks UNIT 26: Strolling Way Parks	Hemingway Blvd & Trail (Units 2,4) UNIT 20: Esplanade North (Unit 20) UNIT 23: Parks, Ponds & Green Spaces UNIT 27: New Village UNIT 37: Common Area UNIT 37: Esplanade Nature Trail
--	--	---	--	---

**Standard Maintenance**

Central Park	Central Park	Central Park UNIT 5: Capital Circle SE Buffer	Central Park NON-UNIT: SB131 NON-UNIT: SB161 UNIT 5: Four Oaks (Shumard to Tram)	Central Park NON-UNIT: FL040 - Mossy Creek NON-UNIT: Mossy Creek Nature Trail UNIT 20: WD162 on Esplanade North UNIT 27: SW Field on CC UNIT 27: TR221A
--------------	--------------	--	---	--

**Detail service**

WD090N (Pond)	WD090N (Pond)		WD090S (Pond)	Central Park: (20) Trees off Grove Park
WD290 (Pond)	WD290 (Pond)			

**IPM**

**Post-Emergent: Product Used - SpeedZone Southern**

	UNIT 35: Merchants Row West		Orange Ave	
--	-----------------------------	--	------------	--

**Pre-Emergent: Product used - Dimension 2EW**

	UNIT 35: Merchants Row West		Four Oaks Blvd (Units 1,17,29)	
--	-----------------------------	--	--------------------------------	--

**Non-Selective: Product used - Roundup QuikPro**

UNIT 29: Orange Ave (Mossy Creek to Four Oaks)			WD090N (Pond)	
--	--	--	---------------	--

**Irrigation**

**Irrigation Inspection**

Controller 16, Unit 14				Controller 13, Unit 10
------------------------	--	--	--	------------------------

**Irrigation Troubleshooting (In Contract)**

Controller	Unit Number	Date	Description
13	10	3/27	Wet Test
19	5	3/27	Repair

**Irrigation Repairs**

Controller	Unit Number	Date	Description	Invoice Number
19	5	3/23, 3/27	Pipe Repair	191647
2	5	3/27	Valve Replacement	191648
3	1	3/23	Valve Replacement	191649

**Additional Contracted Work**

Unit	Date	Description	Invoice Number
TR105	3/25	TR105 - Install Hay Bales	191650
Tot Lot	3/25	Tot Lot Closures due to Coronavirus	191652

**Accidents/Incidents:** None

**Safety and Training:** Weekly "Toolbox" Safety Meeting (Friday)

**Routine service**

Bi-weekly maintenance of Dogi Pots throughout the district.  
 Bi-weekly removal of debris from grates throughout the district.  
 Daily maintenance of trash cans throughout the district.  
 Daily blowing of Merchant's Row at Town Center and Tot Lot.  
 Weekly blowing and debris cleanup of Unit #10, Mossy Creek, and Central Park Trails as needed.

2.

***Capital Region Community Development District***  
***3196 Merchants Row - Suite 130 Tallahassee, Florida 32311***

***Memorandum***

***Date: March 31, 2020***

***To: Rich Whetsel                    via email***  
***Operations Director***

***From: Robert Berlin***  
***Capital Region Operations Manager***

***Re: Capital Region CDD***  
***Monthly Managers Report for***  
***March 2020***

*The following is a summary of activities related to the field operations of the Capital Region Community Development District.*

***Landscaping:***

1. Please review field report from Kim Bishop (All-Pro)

***GMS:***

1. Bid packages for landscape and maintenance RFP available for pickup after 10 am, All Pro only contractor to get hard copy and USB drive, received confirmation from Bulldog on contractors who visited/downloaded bid documents from CDD website, began contractor "sign in" list for same, All Pro installing irrigation in Unit31 Phase 3, M-Inc completing sidewalk (2 March)
2. Heavy rain last night causing excessive sediment in SWMF FL 080 and in streets in Unit 31 Phases 2 & 3, COTGM issues Notice of Violation (NOV) for same to St. Joe with corrections to be completed in 6 business days, All Pro and M-Inc continue

sidewalk installation and irrigation, Unit 36 cad files sent to District Engineer (Atkins) (3 March)

3. Signed up and received conformation on FEMA required Webinar scheduled for 17 March, responded to homeowner concern over damaged oak tree (street) and responsibility for same, COT Electric contractors completing infrastructure installation in Unit 31 Phase 3 (4 March)
4. M-Inc installing infrastructure in Unit 50 (Charter School), finishing sidewalk in Unit 31 Phase 3 and grading for stabilization along east right of way of Jasmine Hill (JH) while All Pro continues irrigation installation and laying Bermuda sod on JH right of way, surgery on nose (5 March)
5. St. Joe requests inspection update on NOV for Unit 31 Phase 3, M-Inc closes all roadways into Unit 31 Phase 3 except Goldenrod, cleans roads with broom and water truck at end of day, All Pro continues stabilization and irrigation installation in same (6 March)
6. Requested update from COTGM concerning NOV for tree removal in Unit 2 as per Supervisor request, responded to homeowner concern on alleyway damage in Unit 10 forwarded through HOA office (9 March)
7. Attended site meeting in Unit 31 Phase 3 concerning NOV issued by COTGM which requires corrections to be completed by 11 March, also attending were reps from Tallahassee Homes, M-Inc, All Pro and St. Joe (10 March)
8. All Pro continues irrigation and landscape installation in Unit 31 Phase 3 and additional stabilization, M-Inc cleaning streets at close of workday, attended update meeting on future development at Southwood with Dantin Consulting and St. Joe, received link to product to be used for construction of SWMF in Unit LSF-3 (11 March)
9. Reviewing RFP reconciliation spreadsheet for possible errors and correcting same which will require first addendum to RFP and will speak with Hopping Green (Sarah Sandy) concerning same, contractor continues pressure washing Mossy Creek Trail (12 March)
10. COTGM field inspection concerning NOV's issued for erosion controls and excessive sediment in roads (Jasmine Hill) and FL 070 and requested pre-con meeting in field for spoil pile location site in North Lake Preserve, TSO cancels Pops in the Park (13 March)
11. All Pro continues installing irrigation in Unit 31 Phase 3, COT to set pre-con meeting for stockpile relocation into North Lake, spoke with Dugger (prescribed burn) on permitting and scheduled burns in Oak Ridge and Shepard Branch

mitigation sites, received update from COTGM on NOV for street tree removal in Unit 2, FEMA cancels webinar (16 March)

12. All Pro laying sod in Unit 31 Phase 3, street trees delivered, met with irrigation tech on additional pipe for looping of the system in same Unit, CDD Board informed of office closure until further notice, standard operations will continue (17 March)
13. All Pro continues installing trees and sod in Unit 31 Phase 3, attended pre-con meeting in same Unit for stockpile permit, M-Inc cleaning sediment from street and alleyway in Unit 31 also, HOA closes at 1:00PM, All Pro contractor begins disassembly of suspension bridge pads at Tot Lot (18 March)
14. All Pro, completing irrigation in common area of Unit 31 Phase 3 and hand watering installed trees and sod in same, also removing silt fencing and grading/seeding disturbed areas at SWMF FL 120 and installing rock stabilization on mitered end sections (19 March)
15. Received email conformation on small project closures from FEMA, staff discussing landscape maintenance bid pricing and 5% bond check return to All Pro, All Pro completes repairs to SWMF FL 120 and will use extra hay bales for erosion control on SWMF TR 105 (20 March)
16. All Pro repairing irrigation piping in Unit 5 and valve replacement in Unit 1, confirmed approval for additional landscape installation in common area of Unit 32 Phase 4 by resident, final confirmation from TSO on Pops event cancellation due to Covid 19 virus (23 March)
17. Hopping Green supplies link to download of landscape maintenance RFP bids, (24 March)
18. All Pro closes Tot Lot as per order concerning Covid 19 Virus, installs orange tree fencing and "keep out" signage, also tapes off drinking fountain with caution tape, notice of closure posted on Southwood Watch Facebook page and District website, All Pro installed hay bales in erosion areas of bank in TR 105 (25 March)
19. Supplied St. Joe with FY 2020 budget in response to questions on bond debt amounts and maturity of same, also replied to procedure for alleyway lighting in Southwood, GMS provide CDD Board with update concerning operations during Covid 19 directives by Governor (26 March)
20. All Pro replacing irrigation valve in Unit 5, FDEM meeting rescheduled and will attend webinar on 30 March, relocating GMS field operations office to my home, continue to oversee onsite work (27 March)
21. Attended mandatory FDEM webinar on Covid 19 virus reimbursement qualifications and procedures, District meeting scheduled for 9 April cancelled after

staff discussion due to Covid 19 concerns, All Pro repairing mainline irrigation on Orange Ave (30 March)

22. Responded to concerns from homeowner about tree removal for LDR-5 Phase 3 and paint colors on home, All Pro repairing nature trail in Central Park adjacent to SWMF FL 120, Miller Tree Service clearing dead sections of Live Oak tree damaged in storm event at Merchants Row and Four Oaks (31March)

### **Lake Maintenance**

Completed repairs to FL 120

### **Southwood Infrastructure Report/Status: (K. Bishop/GMS)**

COT continues sidewalk/curb repairs

### **Security/Accident Reports:**

Car vandalism reported

### **Special Events:**

All Events cancelled until further notice

### **Open Items:**

LDR-5 open space maintenance

Unit 50 open space maintenance

Tot Lot remains closed



3.

	<u>MAR ACTUAL</u>	<u>MAR BUDGET</u>	<u>\$ VARIANCE</u>	<u>% VARIANCE</u>	<u>COMMENTS</u>
34000 Management fees	\$ 10,500.00	\$ 10,500.00	\$ -	0.00%	GMS FY 2019 contracted services
34500 Security	\$ -	\$ 833.33	\$ 833.33	100.00%	TPD and Barkley Security patrols
34010 Communications	\$ 500.00	\$ 833.33	\$ 333.33	40.00%	Bulldog FY 2019 contracted services
46200 Landscape Maint. Contracted	\$ 73,270.74	\$ 73,270.74	\$ -	0.00%	All Pro FY 2019 contracted services
46225 Landscape Maint. New Units	\$ 5.02	\$ 625.00	\$ 619.98	99.20%	Additional trees in Units 16 and 30, DP in 32,
46500 Pond Maint. Contract	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46525 Pond Maint. New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
46550 Pond Repairs Current Units	\$ 6,983.60	\$ 2,500.00	\$ (4,483.60)	-179.34%	Sediment Removal FL 120
46575 Pond Repairs New Units	\$ -	\$ 125.00	\$ 125.00	0.00%	Not included in budget for FY 2019
46600 SWMF Operating Permit Fees	\$ 918.00	\$ 459.00	\$ (459.00)	-100.00%	COTGM Operating Permit Fee for SWMF
46400 Irrig. Maint. Contracted	\$ 4,133.70	\$ 4,133.70	\$ -	0.00%	All Pro FY 2019 contracted services
46425 Irrig. Maint. New Units	\$ 3.00	\$ 41.67	\$ 38.67	92.80%	Additional irrigation heads in Units 29 and 31
46450 Irrig. Repairs Current Units	\$ 4,498.53	\$ 3,333.33	\$ (1,165.20)	-34.96%	Mainline repairs and reinstall in Unit 31 Phase 3
46475 Irrig. Repairs New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
46465 Irrig. System Upgrades	\$ -	\$ 104.17	\$ 104.17	0.00%	None online this month
46480 Pump Station Maintenance	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
47000 Preserve Maintenance	\$ 16,155.00	\$ 3,333.33	\$ (12,821.67)	-384.65%	Trail Pressure Washing, Controlled Burns, Tot Lot Repair and Closure
46485 Tot Lot Inspection/Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46490 Storm Event/Repair/Cleaning	\$ -	\$ 2,916.67	\$ 2,916.67	100.00%	None online this month
46495 Reuse Retrofit	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
46520 Alleyway Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	Pothole repair in Unit 19 at drainage structure
46900 Miscellaneous Maintenance	\$ -	\$ 625.00	\$ 625.00	100.00%	Fungicide spot treatment to sod in various areas
43000 Utilities	\$ -	\$ 3,750.00	\$ 3,750.00	100.00%	Updated 6-4-19
49400 Special Events	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46650 Other - Contingency	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
65000 Budget Stabilization	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
61000 Capital Expenditures	\$ -	\$ 2,083.33	\$ 2,083.33	100.00%	None online this month
60000 Reserve for Capital - R&R	\$ -	\$ 7,850.75	\$ 7,850.75	100.00%	None online this month
46910 Common Area Maintenance	\$ -	\$ 666.67	\$ 666.67	100.00%	
<b>TOTAL</b>	<b>\$ 116,967.59</b>	<b>\$ 120,068.36</b>	<b>\$ 3,100.77</b>	<b>2.58%</b>	

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>\$ VARIANCE</u>	<u>% VARIANCE</u>	<u>COMMENTS</u>
34000 Management fees	\$ 63,000.00	\$ 63,000.00	\$ -	0.00%	GMS FY 2019 contracted services
34500 Security	\$ 5,843.00	\$ 5,000.00	\$ (843.00)	-16.86%	TPD and Barkley Security patrols
34010 Communications	\$ 3,000.00	\$ 5,000.00	\$ 2,000.00	40.00%	Bulldog FY 2019 contracted services
46200 Landscape Maint. Contracted	\$ 439,624.44	\$ 439,624.44	\$ -	0.00%	All Pro FY 2019 contracted services
46225 Landscape Maint. New Units	\$ 96.07	\$ 3,750.00	\$ 3,653.93	97.44%	Additional trees in Units 16 and 30, DP in 32,
46500 Pond Maint. Contract	\$ 865.00	\$ 2,500.00	\$ 1,635.00	65.40%	None online this month
46525 Pond Maint. New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
46550 Pond Repairs Current Units	\$ 22,154.87	\$ 15,000.00	\$ (7,154.87)	-47.70%	Sediment Removal FL 120
46575 Pond Repairs New Units	\$ -	\$ 750.00	\$ 750.00	0.00%	Not included in budget for FY 2019
46600 SWMF Operating Permit Fees	\$ 918.00	\$ 2,754.00	\$ 1,836.00	66.67%	COTGM Operating Permit Fee for SWMF
46400 Irrig. Maint. Contracted	\$ 24,802.20	\$ 24,802.20	\$ -	0.00%	All Pro FY 2019 contracted services
46425 Irrig. Maint. New Units	\$ 12.00	\$ 250.00	\$ 238.00	95.20%	Additional irrigation heads in Units 29 and 31
46450 Irrig. Repairs Current Units	\$ 17,528.65	\$ 20,000.00	\$ 2,471.35	12.36%	Mainline repairs and reinstall in Unit 31 Phase 3
46475 Irrig. Repairs New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
46465 Irrig. System Upgrades	\$ -	\$ 625.00	\$ 625.00	0.00%	None online this month
46480 Pump Station Maintenance	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
47000 Preserve Maintenance	\$ 31,383.22	\$ 20,000.00	\$ (11,383.22)	-56.92%	Trail Pressure Washing, Controlled Burns, Tot Lot Repair and Closure
46485 Tot Lot Inspection/Maintenance	\$ 25.68	\$ 2,500.00	\$ 2,474.32	98.97%	None online this month
46490 Storm Event/Repair/Cleaning	\$ 7,750.63	\$ 17,500.00	\$ 9,749.37	55.71%	None online this month
46495 Reuse Retrofit	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
46520 Alleyway Maintenance	\$ 600.00	\$ 2,500.00	\$ 1,900.00	76.00%	Pothole repair in Unit 19 at drainage structure
46900 Miscellaneous Maintenance	\$ 4,837.57	\$ 3,750.00	\$ (1,087.57)	-29.00%	Fungicide spot treatment to sod in various areas
43000 Utilities	\$ -	\$ 22,500.00	\$ 22,500.00	100.00%	
49400 Special Events	\$ -	\$ 2,500.00	\$ 2,500.00	100.00%	Pops in the Park
46650 Other - Contingency	\$ 570.83	\$ 2,500.00	\$ 1,929.17	77.17%	None online this month
65000 Budget Stabilization	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2019
61000 Capital Expenditures	\$ -	\$ 12,500.00	\$ 12,500.00	100.00%	None online this month
60000 Reserve for Capital - R&R	\$ 1,050.00	\$ 47,104.50	\$ 46,054.50	97.77%	None online this month
46910 Common Area Maintenance	\$ -	\$ 4,000.00	\$ 4,000.00	100.00%	
<b>TOTAL</b>	<b>\$ 624,062.16</b>	<b>\$ 720,410.14</b>	<b>\$ 96,347.98</b>	<b>13.37%</b>	