

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, June 11, 2020 at 6:30 p.m. via Zoom.

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:

Jim Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager - GMS
Keith Dantin	Engineering Consultant

The following is a summary of the actions taken at the June 11, 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

The Pledge of Allegiance was not conducted during the virtual meeting.

THIRD ORDER OF BUSINESS

Audience Comments

Ms. Saylor representing the Tallahassee Classical School stated I believe it is on the agenda to talk about common area maintenance for our piece of property as well as a couple others. This is a non-profit public school that is really excited to join the Southwood Community and look forward to working together with the CDD on keeping the corner of Southwood that we are developing beautiful.

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FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the April 21, 2020 Meeting**
- B. Balance Sheet as of April 30, 2020 and Statement of Revenues & Expenditures for the Period Ending April 30, 2020**
- C. Allocation of Assessments**
- D. Check Register**

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

FIFTH ORDER OF BUSINESS

Appoint of Audit 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 RFP committee.

SIXTH ORDER OF BUSINESS

Discussion of Lily Pad Management for Lake Verdura

Mr. Berlin stated all the proposal does is clears out the section that I laid out, which is along the shoreline behind the houses and a small portion coming around the front and that brings the lily pads up on the shore. Then you have another cost that I have not generated because I really don't know what I'm dealing with, to take those lily pads and remove them and that can be done in a number of ways. The \$4,900 gets him out there, he gets them cleared and float up in a month or three months, a lot of that depends on the time of year he actually cuts the plants.

On MOTION by Mr. Kelley seconded by Mr. Rojas with all in favor the proposal from David English Tractor Service in the amount of \$4,900.00 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-06 Approving the Proposed Budget for Fiscal Year 2021 and Setting a Public Hearing Date for Adoption

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Mr. Oliver stated we will begin the budget process tonight with the adoption of approving the proposed budget and setting a public hearing for budget adoption to be held in August. Florida Statutes require an annual budget be approved by June 15 and a budget hearing be held no sooner than 60 days later. Over the next two months, the Board and staff can refine the budget as we approach the public hearing for budget adoption. At our last meeting the board accepted the proposal of the landscape company, the agreement is still to be worked out. The budget does show the increase in the landscape line item that is the largest reason for the increase in the budget.

The board and staff discussed the proposed budget, the three different spending scenarios with the highest expenditures being a column marked fiscal year 2021-A, direct bill assessments, a potential change of methodology for undeveloped land, the cost of pine straw and how to reduce the amount used, capital reserves, alleyways, tree trimming and decided a budget workshop/meeting was needed to thoroughly review the proposed budget.

On MOTION by Mr. Ray seconded by Mr. Rojas with all in favor Resolution 2020-06 approving the proposed fiscal year 2021 budget (option 2021-A) and setting a public hearing for August 13, 2020 at 6:30 p.m. was approved.

EIGHTH ORDER OF BUSINESS

St. Joe Update (John Curtis)

Mr. Kelley stated the city will release an RFP for the city park to clear the land, move the dirt, pack the dirt, so that it drains correctly, laying piping in and once that is completed the city will come in with their own crews and put in the park features, such as various sports fields, bathroom facility as well.

NINTH ORDER OF BUSINESS

Review of Draft Build-Out Budget (O&M)

Mr. Oliver stated we have started the process to develop this build-out budget,. Unfortunately, we do not yet have projected development plan data from St. Joe Company, based on the "Big Fix" plan they are developing.. We have had communications with John Curtis to provide us with his data for his build-out year of 2027, to include the total units, the breakout of those units by product type and total common areas acreage to maintain. With that info, we can develop a pro-forma 2027 O&M budget and project assessments on per unit and project type

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basis. Once we complete the 2027 year analysis, we can backward plan for each previous year, to bring it back to the current year. , If we cannot get St. Joe projections, we'll come up with our best projections. I will try to get that information for your July meeting.

TENTH ORDER OF BUSINESS

Update Regarding DRI Matters

Mr. Dantin stated how we are going to take care of undeveloped lands is going to be determined by the new master plan, which John Curtis is trying to come through and the residential components have overtaken the commercial and industrial, which should reduce the amount of overall maintenance requirements the CDD is going to have. In talking to St. Joe the big fix and all the improvements as it relates to the master plan is going to be as to mixed use, residential, all the changes is not going to be done until the stormwater plan is resolved. They are talking about a July 10th resolution going before the city commission on October 28 for approval. I have asked John to present to us a new master plan that basically shows existing buildout, proposed development that isn't changing, proposed development that is changing and what it is changing to, as it relates to density, use and so forth. Hopefully, we are going to get that in the next couple days or week.

ELEVENTH ORDER OF BUSINESS

Discussion of Common Area Maintenance of LDR-5, Charter School and LSF-3

Mr. DePriest stated because the charter school is part of this vote I need to pass the chairmanship to the vice chair.

Mr. Oliver stated we are talking about three different areas. The chairman can participate in the discussions on LDR-5 and LSF-3 but because of a conflict he won't be involved in the discussion regarding the charter school maintenance.

Mr. Berlin stated the charter school is under the assumption that the district is going to maintain Artemis Way, that is the main roadway from Tram up to their entry feature. That is under construction right now, they are putting in landscape and irrigation and it is being watered with potable water. Additional information needs to be gathered before we have an understanding of the costs associated with the maintenance

On MOTION by Mr. Kelley seconded by Ms. Johnston with all in favor Mr. Berlin was directed to continue working with the new

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school about the landscape and to bring that additional information back to the board.

Mr. Rojas passed the gavel back to Mr. DePriest.

LDR-5

It was the consensus of the board to remove the item from all future agendas.

LSF-3

Mr. Oliver stated at the April meeting, the seventh order of business was the update regarding preliminary plat for Biltmore extension and LSF-3 and the eighth order of business was discussion of common area maintenance of LSF-3 and LDR-5 and this item was tabled.

Mr. Ray stated Biltmore Extension that backs up to LDR-5.

Mr. Berlin stated it is extension of Biltmore and a stormwater pond.

Mr. Ray stated at that meeting we approved the Biltmore Extension as well as LSF-3 because I personally got a commitment from St Joe that the huge buffer along Orange Avenue was going to be left natural. The other issue Keith is working on is how we connect the nature trail that runs through the heart of LSF-3 to the Esplanade nature trail by the bluffs. John Curtis has given me assurance that St. Joe intends to connect that nature trail once the big fix is approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Report

Ms. Sandy stated at one time the HOA had requested to do a 4th of July event that they have since withdrawn. At the last meeting we discussed the tot lot being closed and with the governor's most recent executive order the state is in Phase 2 of reopening for amenities, and at the last meeting we said we would look to the city for guidance on whether to open the tot lot. The city has continued to leave their playgrounds closed. Some districts have decided to leave their playgrounds closed, others have taken the approach of posting signage such as use at your own risk, self-sanitize, maintain social distancing and allowed people to proceed forward on those grounds. It is up to the board if you want to strictly follow the local jurisdiction or take additional steps of opening up as use at your own risk.

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Mr. Oliver stated I do have districts that have opened their playgrounds, particularly those that are unstaffed anyway using the same precautions, largely the responsibility of the children and the parents to be safe, socially distance and to clean surfaces.

On MOTION by Mr. Rojas seconded by Mr. Kelley with all in favor staff was authorized to open the tot lot with the appropriate signage for use at your own risk, socially distance and self-sanitize.

Mr. Berlin stated Sarah, I want an email from you as to what the signage should say, I will get it erected then open the tot lot.

B. Dantin Consulting

There being none, the next item followed.

C. 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.

E. Manager

Mr. Oliver stated recently a true-up calculation was done for the Series 2018 Bonds, as required when we reached the 25% threshold based on acreage that triggers the need to have the calculation. In this case, the trigger point was 576 developable acres remaining undeveloped and we are now at 570 developable acres undeveloped. This is to make sure that not too much debt is assigned on the remaining acres. In this case, \$12 million of par debt is spread over 570 developable acres and that came to \$21,494 per developable acre. The true-up threshold is \$22,050 per developable acre, so we fell below that threshold so there is not too much debt on

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the remaining lands and a true-up payment is not required. We will go through that exercise any time there is a new plat and the next threshold is 50%.

THIRTEENTH ORDER OF BUSINESS Supervisor’s Requests

Mr. Rojas stated I want to thank the staff, they have done a good job during this video conference and I want to thank Robert, you do a lot for this community and you put up with a lot. I want to get your take because it may become an issue. There is a rezoning sign in front of the parcel on Mossy Creek; it is part of the golf course.

Mr. Berlin stated it is not likely to happen. St. Joe is in a precarious position when it comes to stormwater.

Mr. Rojas stated I don’t think we need to spend money or resources doing this. Make Keith aware of it and watch it.

FOURTEENTH ORDER OF BUSINESS Audience Comments

There being none, the next item followed.

FIFTEENTH ORDER OF BUSINESS Next Scheduled Meeting – August 13, 2020 at 6:30 p.m. at the Southwood Community Center or alternative location as to be established by staff

Mr. DePriest stated we are going to have a meeting in July to discuss the budget and staff will get a date to us.

Mr. Oliver stated after we adjourn, we are going to have a brief audit committee meeting.

The meeting adjourned at 9:04 p.m.

DocuSigned by:
James Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Jennings DePriest
OF91974645EE4BD
Chairman/Vice Chairman