

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, October 8, 2020 at 6:30 p.m. via Zoom.

Present and constituting a quorum were:

Kyle Rojas	Chairman
John Ray	Supervisor
April Johnston	Supervisor
Brian Kelley	Supervisor
Corbin deNagy	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

The following is a summary of the actions taken at the October 8, 2020 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:30 p.m. and Mr. Rojas called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the August 13, 2020 Meeting**
- B. **Balance Sheet as of August 31, 2020 and Statement of Revenues & Expenditures for the Period Ending August 31, 2020**
- C. **Allocation of Assessments**
- D. **Check Register**

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

FOURTH ORDER OF BUSINESS

Consideration of Applicants to Fill CDD Board Seat 5 Vacancy

Mr. deNagy and Mr. Riley gave an overview of their backgrounds and their interest in serving on the board and after discussion the board took the following action.

On MOTION by Mr. Kelley seconded by Ms. Johnston with all in favor Corbin deNagy was appointed to fill the unexpired term of office of seat 5.

Mr. Oliver administered the oath of office to Mr. deNagy.

Ms. Sandy stated Mr. deNagy will have to sign the oath of office in front a notary and although he will be able to participate in tonight's meeting, he is unable to vote until he signs that oath in front of a notary.

Mr. Oliver gave an overview of the Sunshine Law, public records law. The form 1 statement of financial interests will be provided to Mr. deNagy will need to be executed and provided to the supervisor of elections office within 30 days.

FIFTH ORDER OF BUSINESS

Discussion of Southwood Golf Course DRI/PUD Amendment LDR 17 Issue

Mr. Ray gave a detailed presentation regarding Southwood Golf Course owners DRI/PUD amendment to allow residential construction on property. The CDD previously informed the City of Tallahassee City Commission in writing of its opposition to the change. Mr. Curtis informed the board that St. Joe was also opposed to the DRI/PUD amendment.

On MOTION by Mr. Ray seconded by Mr. Kelley with all in favor district counsel was authorized to review and analyze (or recommend a firm to conduct such review and analysis) the DRI/PUD documents and prepare a written analysis of the same prior to the planning commission's November 3 meeting in an amount not to exceed \$12,000.

Ms. Sandy asked would the board like us to work with Supervisor Ray on this? Often a board member would be designated to work with staff between meetings.

The Board directed staff work with Mr. Ray on the DRI/PUD issue.

SIXTH ORDER OF BUSINESS

Discussion of Dog Park

The board discussed the possibility of a dog park, potential locations and liability associated with owning a dog park

On MOTION by Ms. Johnston seconded by Mr. Ray with all in favor district counsel was directed to research liability issues connected to owning a dog park and Mr. Rojas was authorized to work with John Curtis and district counsel on this project.

SEVENTH ORDER OF BUSINESS

Discussion of Sand Volleyball

The board discussed a potential sand volleyball project then took the following action.

On MOTION by Mr. Kelley seconded Ms. Johnston with all in favor Mr. Berlin was authorized to move forward at the same time with the expansion of the tot lot for the Eagle Scout project with constructing 2 sand volleyball courts in an 80' x 80' area next to the tot lot and Mr. Kelley was authorized to work with staff on this project.

EIGHTH ORDER OF BUSINESS

Consideration of Work Authorization with Dantin Consulting, LLC

On MOTION by Mr. Ray seconded by Mr. Kelley with all in favor work authorization 1H with Dantin Consulting for fiscal year 2021 in an amount not to exceed \$30,000 was approved.

NINTH ORDER OF BUSINESS

Consideration of Audit Engagement Letter with Berger Toombs Elam Gaines & Frank

On MOTION by Mr. Kelley seconded by Ms. Johnston with all in favor the engagement letter with Berger Toombs to perform the fiscal year 2020 audit in an amount not to exceed \$3,710 was approved.

TENTH ORDER OF BUSINESS **Update Regarding Halloween Traffic Safety Plan**

Mr. Berlin gave an overview of the preparations made for Halloween.

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

Mr. Curtis provided an update on roadway and subdivision construction as well as DRI update and will provide updated plans to be circulated to the board.

TWELFTH ORDER OF BUSINESS **Update on DRI Matters**

Mr. Curtis stated October 13, the SE sector plan amendment submitted in 2019 will be adopted by the city and county commission and those changes are being implemented into the big fix. We have at least one to two major DRI and PUD amendments to do before we close out the DRI. The goal is to have a plan in place for every remaining parcel so all we have to do is build out. The city traffic engineers are pushing a mandate to 4-lane Four Oaks to Blair Stone and that will be brought up at the planning commission and the December 9th city commission. I recommend you voice your concerns to the city and planning commission to not have that area 4-laned because it would change the dynamics of Southwood in that area.

THIRTEENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney - Report

Ms. Sandy stated the city reached out to Robert requesting a utility easement from the District to go through an LSF7 common area parcel to provide utility services to a residential house. The issue is that the property that they have identified was dedicated via plat to the district, but it has not been formally deeded over. There is nothing for the board to do at this point I just wanted to let you know that request is coming. We will bring it back to the board.

Mr. Berlin stated where the city wants the easement does not affect us in any way, they want to provide somebody outside the district with their utilities because they are going to take down that power line that is running down Southwood Plantation and it becomes part of the trail.

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

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Supervisor's Requests

There being none, the next item followed.

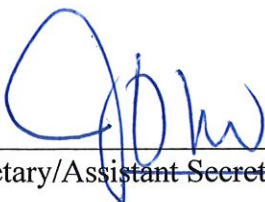
FIFTEENTH ORDER OF BUSINESS Audience Comments

There being none, the next item followed.

**SIXTEENTH ORDER OF BUSINESS Next Scheduled Meeting – December 10, 2020
at 6:30 p.m. at the Southwood Community
Center**

Mr. Rojas stated the next meeting is December 10, 2020 at 6:30 p.m. at the community center unless the governor extends the executive order to meet via Zoom.

The meeting adjourned at 9:15 p.m.



Secretary/Assistant Secretary

Chairman/Vice Chairman