

CAPITAL REGION

Community Development District

February 11, 2021

AGENDA

Capital Region Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.mysouthwoodcdd.com

February 4, 2021

Board of Supervisors
Capital Region Community Development District

Dear Board Members:

The Capital Region Community Development District Meeting is scheduled for **Thursday, February 11, 2021 at 6:30 p.m.** at the SouthWood Information & Sales Center/The Naumann Group, 3196 Merchants Row Boulevard, Suite 120, Tallahassee, Florida, 32311.

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments *(regarding agenda items listed below)*
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the December 10, 2020 Meeting
 - B. Balance Sheet as of December 31, 2020 and Statement of Revenues & Expenditures for the Period Ending December 31, 2020
 - C. Allocation of Assessment Receipts
 - D. Check Register
- IV. Consideration of Matters Regarding Refunding of Series 2011A-1 Bonds
 - A. Presentation by MBS Capital Markets, LLC regarding Refunding Term Sheets
 - B. Consideration of Refunding Term Sheet (Private Placement)
 - 1. Bank United
 - 2. Hancock/Whitney

- C. Authorization to Proceed with Closing Documents
- V. Presentation from City of Tallahassee regarding Micromobility / Use of Electric Scooters in Southwood
- VI. Updates Regarding Recreational Improvements:
 - A. Swings (Eagle Scout Project)
 - B. Volleyball Courts
 - C. Dog Park
- VII. Update regarding Golf Course PUD Amendment (Notice for Request for Relief)
- VIII. Ratification of Conveyance of Faulkner Lane Parcel to Ball House Properties
 - A. Quit Claim Deed
 - B. Closing Statement
- IX. Consideration of Partial Release of Temporary Construction Easement
- X. Staff Reports
 - A. Attorney
 - 1. E-Verify Memo and Memorandum of Understanding
 - B. Dantin Consulting
 - C. Property Management
 - 1. All Pro Reports
 - 2. Operations Memorandum
 - 3. Variance Report
 - D. Manager
- XI. Supervisors Requests
- XII. Audience Comments
- XIII. Next Scheduled Meeting – March 11, 2021 @ 6:30 p.m. at SouthWood Community Center
- XIV. 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 – *Chairman Rojas*
- B. Landscaping Conservation Areas – *Chairman Rojas*
- C. Parks and Recreation/Bike Paths/Trail System – *Supervisor Kelley*
- D. Budget / Bond Refinancing – *Supervisor deNagy*
- E. HOA Coordination – *Vice Chair Johnston*
- F. City/County Coordination – *Supervisor Wiggins*
- G. Community Liaison – *Supervisor Kelley*

THIRD 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, December 10, 2020 at 6:30 p.m. at the Southwood Information & Sales Center/The Naumann Group, 3196 Merchants Row Boulevard, Suite 120, Tallahassee, Florida.

Present and constituting a quorum were:

Kyle Rojas	Chairman
April Johnston	Vice Chairperson
Brian Kelley	Supervisor
Corbin deNagy	Supervisor
Andrew Wiggins	Supervisor

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel (by telephone)
Robert Berlin	Operations Manager - GMS
Rhonda Mossing	MBS Capital Markets (by telephone)
John Ray	Resident (by telephone)

The following is a summary of the actions taken at the December 10, 2020 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Rojas called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Ray asked can I update you on the golf course rezoning at this time because I have to be somewhere in 15 minutes?

Mr. Rojas stated we are going to finish this quickly and then skip to item five and that is when you can give your report.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

Mr. Oliver being a notary public of the State of Florida administered the oath of office to Mr. Wiggins.

B. General Information for Newly Elected Supervisor

Mr. Oliver stated I had phone call with Andrew and we went over supervisor responsibilities. We discussed Florida's Sunshine Law and tjaht board members may only have communicate with other supervisors regarding district matters at a noticed meeting. Florida has a very broad public records law and district documents are considered public records except for some noted exemptions. To that extent, it would be good to keep district records segregated from personal and business records so they can be easily accessed if needed for a records request. If there is a records request is made directly to a supervisor, please contact the attorney or me for assistance. Likely we would have the records in my office, the attorney's office or the engineer's office. Your CDD emails are public records also and you may want to establish a separate email account for district business.

C. Recognition of Outgoing Supervisor John Ray

Mr. Oliver stated we do have a plaque for outgoing Supervisor Ray who couldn't be here tonight. It can be presented that at the next meeting.

D. Election of Officers, Resolution 2021-01

On MOTION by Mr. Kelley seconded by Mr. deNagy with all in favor Resolution 2021-01 was approved reflecting the following officers: Mr. Rojas chairman, Ms. Johnston vice chairperson, the remainder of the supervisors will serve as assistant secretaries and members of GMS staff will serve as secretary, treasurer and assistant secretaries and assistant treasurers.

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

- A. Approval of the Minutes of the October 8, 2020 Meeting**
- B. Balance Sheet as of October 31, 2020 and Statement of Revenues & Expenditures for the Period Ending October 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.

FIFTH ORDER OF BUSINESS**Update Regarding Southwood Golf Course
DRI/PUD Amendment LDR 17 Matter**

Mr. Ray stated at the last meeting we provided an update on the status of the rezoning application to convert about ½ acres of land within the golf course property to low density residential and the board authorized up to \$12,000 to commission some research and legal analysis document from Hopping Green & Sams. We proceeded with that direction; however, the city decided not to waive conflict of interest for Hopping Green & Sams. We ultimately hired David Weiss of the Ausley McMullen firm who developed a legal argument that the interconnectivity of our PUD and development order, which required 45 acres and the out of bounds area of the golf course to be preserved for habitat and open space. This document went to the planning commission, county commission and city commission and was used by the county commission, particularly Commissioner Kristin Dozier to basically create a very compelling justification to deny this rezoning application and altering the development order. We won that vote last month 7 – 0, but without that document, the legal stuff they needed to deny it, they couldn't have done it.

We went over budget \$5,130; we felt it was worth the risk absent the vote of this board and the lawyer knew he was taking some risk. He was present at not only the planning commission meeting in person, county commission meeting via zoom, and the city commission meeting last night to present this. I'm asking the board to make this attorney whole. It is a small price to pay for the long-term benefit and longevity of the ruling we achieved last night.

Mr. Rojas stated I did vote for it at the October meeting, although I was actively against it during discussion at that meeting. I saw the votes on the board, the board seemed to want it, and I voted for it. I didn't think it was a CDD issue that we needed to go into. I called Mr. Oliver the next day and said I know I voted yes, but I would like to change my vote if I'm allowed to. He said I cannot change a vote except at a publicly noticed meeting. He phoned me in November saying we hit the \$12,000 limit and we discussed the funding request for additional legal work

on the matter. I pointed out we wouldn't have another Board meeting until December, and since the board approved a \$12,000 limit, and I would not authorize exceeding the approved amount.

After board discussion and resident input the board took the following action.

On MOTION by Mr. Kelley seconded by Ms. Johnston with three in favor and Mr. Rojas and Mr. deNagy opposed the additional amount of \$5,130 requested by Ausley McMullen was approved.

SIXTH ORDER OF BUSINESS

Discussion of Refunding of Series 2011A-1 Bonds and Consideration of Supplemental to Investment Banking Agreement with MBS Capital Markets, LLC

Ms. Mossing stated we constantly monitor your financing situation and the bonds outstanding and these bonds are call protected until May 1, 2021, which means under tax law they can be refunded as early as February 1. If the board approves our agreement that is in front of you today, we can begin work on that and try to bring something back to you at your next meeting to lower that interest rate.

Mr. Kelley asked can you state the amount the bond is currently at?

Ms. Mossing stated it is currently outstanding at \$3,040,000 with an average coupon rate of about 5 ½% and we think we can get that refinanced and lower that rate to the neighborhood of 2 ½%, which is what we are seeing in the market today.

On MOTION by Mr. Wiggins seconded by Mr. Kelley with all in favor the engagement letter with MBS Capital Markets, LLC was approved.

Ms. Sandy stated our next meeting isn't until February. Is that an issue in terms of bringing things back to the board?

Ms. Mossing responded no, the earliest you can refund the bonds would be February 1st and that is 90 days before the call date so between now and then I will be working to get a credit package out to banks and possibly a rating agency to get the bonds rated and bring that back to you. If I get it back sooner than later, I will contact Jim to see if we could have a special meeting and if not then we will take it up at your February meeting.

Continuation of public comments

Mr. Homedani stated I would like to thank the efforts for the outgoing board members and we appreciate all that time and effort. I would like to welcome the new supervisors to the board and I look forward to working with all of you in the coming years. I have been working with the board on Unit 17 parking and would like to continue with that.

Mr. Kelley stated what Dan is referring to that he has brought up a couple different times is the roundabout there is no parking on the side where the homes are at, they all front the sidewalk there. It was not designed to have parking there.

Mr. Berlin stated the bottom line is the city will not let you put parking in the roundabout section of the road.

SEVENTH ORDER OF BUSINESS**Consideration of Natural Gas Utility Easement with The City of Tallahassee**

Ms. Sandy stated at the last meeting I reported that the city would be requesting from the district a utility easement that would go over a common area parcel in LSF-7 in order to provide some utilities to a residential house. The city did grant and approve all the changes we requested.

On MOTION by Mr. Kelley seconded by Ms. Johnston with all in favor the grant of the utility easement in LSF-7 to the City of Tallahassee was approved as amended.

EIGHTH ORDER OF BUSINESS**Consideration of Master Easement Release for MDR 11**

Ms. Sandy stated St. Joe has sold an undeveloped piece of property in MDR-11, the buyer is Lakeside Grand, LLC. Currently the district has a temporary construction and maintenance easement over much of the undeveloped property that allows the district to do construction that is needed but also to allow access to items that we might need. When certain areas are being sold off or developed we release those areas from the easement. In this particular area there are stormwater improvements that the district needs access to in order to maintain those and while we are okay with releasing it from the overall master easement we do need to get a specific easement that will allow access to maintain those stormwater improvements, which is

the access and maintenance easement you see before you. There is a pipe that will eventually have to be relocated once the buyer develops and they have agreed that at that time the buyer will relocate it at their own expense and then give us an easement over that new area where the pipe is located.

On MOTION by Mr. Kelley seconded by Mr. Wiggins with all in favor the access and maintenance easement in MDR 11 was approved.

NINTH ORDER OF BUSINESS**Update Regarding DRI Matters**

There being none, the next item followed.

TENTH ORDER OF BUSINESS**Update Regarding Recreational Improvements****A. Dog Park**

Ms. Sandy stated I provided the board with a short memo summarizing what we found in terms of the district's potential liability if it were to construct and own a dog park.

After discussion Mr. Rojas was authorized to work with Mr. Berlin to find an acceptable area to locate a dog park and Ms. Sandy regarding any potential arrangement with residents who may want to participate and report back to the next meeting.

B. Volleyball Courts**C. Swings (Eagle Scout Project)**

Mr. Berlin stated the swing came in two days ago for the Eagle Scout project and I contacted the scout. He is in the process of having another fundraising sale and I told him with the holidays so close it might be better to complete his funding and do whatever he has to do and delay this project to the first of the year. All Pro is getting ready to shut down for two weeks and we don't want to get started then let it hang out there. Once that starts, I will do the layout and start prepping the ground for that and the volleyball court.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being none, the next item followed.

B. Dantin Consulting

There being none, the next item followed.

C. 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.

D. Manager

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Kelley stated they are moving on the park and I think they will be done in the summer. They may open some sections earlier than others, there is a drawing of the new layout that I will send to Mr. Oliver to distribute to the supervisors.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

A resident asked whenever something is mentioned about location is it possible to show it on the map? The volleyball court you are talking about where is it located?

Mr. Berlin responded it is next to the tot lot.

FOURTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 11, 2021
at 6:30 p.m. at the Southwood Community
Center**

Mr. Rojas stated the next meeting is scheduled for February 11, 2021 at 6:30 p.m. Does anyone want to sign up for any of the vacancies in community interests?

Mr. Kelley stated I want the parks and rec, bike trails.

Mr. deNagy stated I will take budget and bonds.

Mr. Wiggins stated I would like city/county coordination.

Mr. Rojas stated I will take roadways.

The meeting adjourned at 8:06 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairperson

B.

Capital Region
Community Development District
Unaudited Financial Statements
December 31, 2020

Meeting Date
February 11, 2021

**CAPITAL REGION
COMMUNITY DEVELOPMENT DISTRICT**

**BALANCE SHEET
December 31, 2020**

	General	Debt Service	Non-Major Fund	Total Governmental Funds
<u>ASSETS:</u>				
CASH	\$2,103,602	---	---	\$2,103,602
Capital Reserve	---	---	\$44,036	\$44,036
INVESTMENT - STATE BOARD	\$291,147	---	---	\$291,147
INVESTMENTS:				
<i>Series 2011A1</i>				
Reserve A1	---	\$184,950	---	\$184,950
Revenue A1	---	\$33,473	---	\$33,473
Prepayment A1	---	\$9,492	---	\$9,492
Due From General	---	\$307,741	---	\$307,741
<i>Series 2013</i>				
Reserve	---	\$430,713	---	\$430,713
Revenue	---	\$250,956	---	\$250,956
Due From General	---	\$474,244	---	\$474,244
<i>Series 2018A1</i>				
Reserve	---	\$651,199	---	\$651,199
Revenue	---	\$124,474	---	\$124,474
Prepayment	---	\$7,453	---	\$7,453
Due From General	---	\$173,273	---	\$173,273
<i>Series 2018A2</i>				
Reserve	---	\$135,807	---	\$135,807
Interest	---	\$0	---	\$0
Revenue	---	\$13,911	---	\$13,911
Prepayment	---	\$5,918	---	\$5,918
Due From General	---	\$171,066	---	\$171,066
TOTAL ASSETS	\$2,394,749	\$2,974,673	\$44,036	\$5,413,458
<u>LIABILITIES:</u>				
ACCOUNTS PAYABLE	\$0	---	\$2,100	\$2,100
DUE TO DS - SRS 20011A1-A2	\$307,741	---	---	\$307,741
DUE TO DS - SRS 2013	\$474,244	---	---	\$474,244
DUE TO DS - SRS 2018A1	\$173,273	---	---	\$173,273
DUE TO DS - SRS 2018A2	\$171,066	---	---	\$171,066
DUE TO OTHER	\$37,523	---	---	\$37,523
FUND BALANCES:				
UNASSIGNED FOR GENERAL FUND	\$1,230,902	---	---	\$1,230,902
ASSIGNED FOR CAPITAL PROJECTS	---	---	\$41,936	\$41,936
RESTRICTED FOR DEBT SERVICE	---	\$2,974,673	---	\$2,974,673
LIABILITIES & FUND EQUITY & OTHER CREDITS	\$2,394,749	\$2,974,673	\$44,036	\$5,413,458

CAPITAL REGION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

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

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>REVENUES:</u>				
Special Assessment-On Roll	\$1,236,552	\$894,774	\$894,774	\$0
Special Assessment-Direct - St Joe	\$391,936	\$97,984	\$97,984	\$0
Prepayments - Lakeside	\$0	\$0	\$32,913	\$32,913
Interest Income/Miscellaneous	\$9,400	\$2,350	\$1,999	(\$351)
TOTAL REVENUES	\$1,637,888	\$995,108	\$1,027,671	\$32,563
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
Supervisors Fees	\$6,000	\$1,500	\$2,000	(\$500)
FICA Expense	\$459	\$115	\$153	(\$38)
Engineering	\$30,000	\$7,500	\$4,160	\$3,340
Arbitrage	\$1,800	\$0	\$0	\$0
Dissemination	\$7,300	\$1,825	\$1,825	\$0
Attorney	\$57,000	\$14,250	\$28,969	(\$14,719)
Annual Audit	\$4,550	\$0	\$0	\$0
Annual Report	\$500	\$0	\$0	\$0
Trustee Fees	\$15,520	\$8,485	\$8,485	\$0
Assessment Roll Services	\$11,500	\$11,500	\$11,500	\$0
Management Fees	\$48,620	\$12,155	\$12,155	\$0
Information Technology	\$2,800	\$700	\$700	\$0
Records Storage	\$150	\$38	\$0	\$38
Travel & Per Diem	\$1,500	\$375	\$0	\$375
Telephone	\$300	\$75	\$87	(\$12)
Postage	\$1,000	\$250	\$260	(\$10)
Printing & Binding	\$2,000	\$500	\$261	\$239
Insurance	\$18,412	\$18,412	\$17,936	\$476
Legal Advertising	\$3,500	\$875	\$202	\$673
Other Current Charges	\$1,600	\$400	\$449	(\$49)
Office Supplies	\$200	\$50	\$13	\$37
Dues, Licenses, Subscriptions	\$3,175	\$794	\$175	\$619
Capital Outlay	\$250	\$62	\$0	\$62
TOTAL ADIMINISTRATIVE	\$218,135	\$79,861	\$89,329	(\$9,468)
<u>FIELD:</u>				
Management Fees	\$126,000	\$31,500	\$31,500	\$0
Security	\$6,000	\$1,500	\$6,466	(\$4,966)
Communications	\$6,000	\$1,500	\$1,500	\$0
Utilities	\$45,000	\$11,250	\$12,067	(\$817)
Landscape Maintenance - Contract	\$983,735	\$245,934	\$245,934	(\$0)
Landscape Maintenance - New Units/Street Trees	\$7,500	\$1,875	\$2,327	(\$452)
Pond Maintenance - Contract	\$3,500	\$875	\$0	\$875
Pond Maintenance - New Units	\$1,000	\$250	\$0	\$250
Pond Repairs - Current Units	\$35,000	\$8,750	\$5,706	\$3,044
Pond Repairs - New Units	\$1,500	\$375	\$0	\$375

CAPITAL REGION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

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

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>EXPENDITURES:</u>				
<u>FIELD: (continued)</u>				
SWMF Operating Permit Fees	\$8,262	\$2,066	\$2,754	(\$689)
Irrigation Maintenance - Contract	\$51,030	\$12,758	\$12,758	\$0
Irrigation Maintenance - New Units	\$500	\$125	\$335	(\$210)
Irrigation Repairs - Current Units	\$40,000	\$10,000	\$9,220	\$780
Irrigation Systems Upgrades	\$1,250	\$313	\$274	\$39
Preserve Maintenance	\$40,000	\$10,000	\$13,169	(\$3,169)
Tot Lot Inspection/Maintenance	\$5,000	\$1,250	\$0	\$1,250
Tree Removal/Trimming/Cleanup	\$35,000	\$8,750	\$3,980	\$4,770
Alleyway Maintenance	\$5,000	\$1,250	\$0	\$1,250
Miscellaneous Maintenance	\$5,000	\$1,250	\$952	\$298
Special Events	\$5,000	\$1,250	\$0	\$1,250
Other-Contingency	\$3,000	\$750	\$1,370	(\$620)
Capital Expenditures	\$9,000	\$2,250	\$0	\$2,250
Reserve for Capital - R&R	\$89,209	\$22,302	\$0	\$22,302
Common Area Maintenance	\$5,000	\$1,250	\$658	\$592
<u>TOTAL FIELD</u>	<u>\$1,517,486</u>	<u>\$379,372</u>	<u>\$350,968</u>	<u>\$28,404</u>
<u>TOTAL EXPENDITURES</u>	<u>\$1,735,622</u>	<u>\$459,232</u>	<u>\$440,297</u>	<u>\$18,935</u>
<u>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</u>	<u>(\$97,734)</u>	<u>\$535,876</u>	<u>\$587,374</u>	<u>\$51,498</u>
<u>NET CHANGE IN FUND BALANCE</u>	<u>(\$97,734)</u>	<u>\$535,876</u>	<u>\$587,374</u>	<u>\$51,498</u>
FUND BALANCE - Beginning	\$97,734		\$643,528	
FUND BALANCE - Ending	<u>(\$0)</u>		<u>\$1,230,902</u>	

**CAPITAL REGION CDD
GENERAL FUND
FY 2021**

Description	ADOPTED BUDGET	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date
<u>REVENUES:</u>														
Special Assessment-On Roll	\$1,236,552	\$0	\$134,736	\$760,038										\$894,774
Special Assessment-Direct - St Joe	\$391,936	\$32,661	\$32,661	\$32,661										\$97,984
Prepayment - Lakeside	\$0	\$0	\$0	\$32,913										\$32,913
Interest Income/Miscellaneous	\$9,400	\$1,893	\$63	\$44										\$1,999
Carry Forward Surplus	\$97,734	\$0	\$0	\$0										\$0
TOTAL REVENUES	\$1,735,621	\$34,554	\$32,724	\$825,657	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,027,671
<u>EXPENDITURES:</u>														
<u>Administrative:</u>														
Supervisors Fees	\$6,000	\$800	\$200	\$1,000										\$2,000
FICA Expense	\$459	\$61	\$15	\$77										\$153
Engineering	\$30,000	\$1,825	\$335	\$2,000										\$4,160
Arbitrage	\$1,800	\$0	\$0	\$0										\$0
Dissemination	\$7,300	\$608	\$608	\$608										\$1,825
Attorney	\$57,000	\$17,515	\$7,258	\$4,196										\$28,969
Annual Audit	\$4,550	\$0	\$0	\$0										\$0
Annual Report	\$500	\$0	\$0	\$0										\$0
Trustee Fees	\$15,520	\$4,337	\$0	\$4,148										\$8,485
Assessment Roll Services	\$11,500	\$11,500	\$0	\$0										\$11,500
Management Fees	\$48,620	\$4,052	\$4,052	\$4,052										\$12,155
Information Technology	\$2,800	\$233	\$233	\$233										\$700
Records Storage	\$150	\$0	\$0	\$0										\$0
Travel & Per Diem	\$1,500	\$0	\$0	\$0										\$0
Telephone	\$300	\$0	\$43	\$44										\$87
Postage	\$1,000	\$120	\$75	\$64										\$260
Printing & Binding	\$2,000	\$41	\$186	\$34										\$261
Insurance	\$18,412	\$17,936	\$0	\$0										\$17,936
Legal Advertising	\$3,500	\$0	\$202	\$0										\$202
Other Current Charges	\$1,600	\$179	\$141	\$129										\$449
Office Supplies	\$200	\$0	\$13	\$0										\$13
Dues, Licenses, Subscriptions	\$3,175	\$175	\$0	\$0										\$175
Capital Outlay	\$250	\$0	\$0	\$0										\$0
Total Administrative	\$218,135	\$59,383	\$13,361	\$16,585	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,329

CAPITAL REGION CDD
GENERAL FUND
FY 2021

Description	ADOPTED BUDGET	October	November	December	January	February	March	April	May	June	July	August	September	Year to Date
<u>Maintenance:</u>														
Management Fees	\$126,000	\$10,500	\$10,500	\$10,500										\$31,500
Security	\$6,000	\$6,466	\$0	\$0										\$6,466
Communications	\$6,000	\$500	\$500	\$500										\$1,500
Utilities	\$45,000	\$5,649	\$3,693	\$2,725										\$12,067
Landscape Maintenance - Contract	\$983,735	\$81,978	\$81,978	\$81,978										\$245,934
Landscape Maintenance - New Units/Street Trees	\$7,500	\$758	\$785	\$785										\$2,327
Pond Maintenance - Contract	\$3,500	\$0	\$0	\$0										\$0
Pond Maintenance - New Units	\$1,000	\$0	\$0	\$0										\$0
Pond Repairs - Current Units	\$35,000	\$0	\$5,706	\$0										\$5,706
Pond Repairs - New Units	\$1,500	\$0	\$0	\$0										\$0
SWMF Operating Permit Fees	\$8,262	\$459	\$459	\$1,836										\$2,754
Irrigation Maintenance - Contract	\$51,030	\$4,253	\$4,253	\$4,253										\$12,758
Irrigation Maintenance - New Units	\$500	\$112	\$112	\$112										\$335
Irrigation Repairs - Current Units	\$40,000	\$3,375	\$3,391	\$2,453										\$9,220
Irrigation Systems Upgrades	\$1,250	\$274	\$0	\$0										\$274
Preserve Maintenance	\$40,000	\$2,748	\$6,687	\$3,734										\$13,169
Tot Lot Inspection/Maintenance	\$5,000	\$0	\$0	\$0										\$0
Tree Removal/Trimming/Cleanup	\$35,000	\$930	\$250	\$2,800										\$3,980
Alleyway Maintenance	\$5,000	\$0	\$0	\$0										\$0
Miscellaneous Maintenance	\$5,000	\$173	\$780	\$0										\$952
Special Events	\$5,000	\$0	\$0	\$0										\$0
Other-Contingency	\$3,000	\$25	\$0	\$1,345										\$1,370
Capital Expenditures	\$9,000	\$0	\$0	\$0										\$0
Reserve for Capital - R&R	\$89,209	\$0	\$0	\$0										\$0
Common Area Maintenance	\$5,000	\$658	\$0	\$0										\$658
Total Maintenance	\$1,517,486	\$118,856	\$119,092	\$113,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350,968
Total Recreatin Facility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$1,735,622	\$178,239	\$132,453	\$129,605	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$440,297
Interfund Tranfer In/(Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Excess Revenues (Expenditures)	(\$0)	(\$143,685)	(\$99,729)	\$696,052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$587,374

CAPITAL REGION**COMMUNITY DEVELOPMENT DISTRICT****CAPITAL RESERVE**

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

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>REVENUES:</u>				
Capital Reserve Contribution	\$89,209	\$0	\$0	\$0
<i>TOTAL REVENUES</i>	<u>\$89,209</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>EXPENDITURES:</u>				
Reserve for Capital - R&R	\$0	\$0	\$6,794	(\$6,794)
Other Charges	\$600	\$150	\$129	\$21
<i>TOTAL EXPENDITURES</i>	<u>\$600</u>	<u>\$150</u>	<u>\$6,923</u>	<u>(\$6,773)</u>
<i>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</i>	<u>\$88,609</u>	<u>(150.00)</u>	<u>(6,922.88)</u>	<u>(6,772.88)</u>
FUND BALANCE - Beginning	\$148,399		\$48,859	
FUND BALANCE - Ending	<u>\$237,008</u>		<u>\$41,936</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 December 31, 2020

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>REVENUES:</u>				
Special Assessments - Residential	\$379,445	\$341,210	\$341,210	\$0
Interest Income	\$1,000	\$250	\$23	(\$227)
TOTAL REVENUES	\$380,445	\$341,460	\$341,233	(\$227)
<u>EXPENDITURES:</u>				
<u>SERIES 2011-A1</u>				
Interest - 11/1 - 2011A1	\$80,837	\$80,837	\$80,837	\$0
Special Call - 11/1 2011A1	\$0	\$0	\$5,000	(\$5,000)
Interest - 5/1 - 2011A1	\$80,837	\$0	\$0	\$0
Principal - 5/1 - 2011A1	\$210,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$371,673	\$80,837	\$85,837	(\$5,000)
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	\$8,772	\$260,623	\$255,397	(\$5,227)
FUND BALANCE - Beginning	\$94,327		\$280,260	
FUND BALANCE - Ending	<u>\$103,098</u>		<u>\$535,657</u>	

CAPITAL REGION
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2013A
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ended December 31, 2020

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>REVENUES:</u>				
Special Assessments - Residential	\$381,326	\$341,047	\$341,047	\$0
Special Assessments - Commercial	\$480,848	\$243,668	\$243,668	\$0
Interest Income	\$2,500	\$625	\$67	(\$558)
TOTAL REVENUES	\$864,674	\$585,340	\$584,781	(\$558)
<u>EXPENDITURES:</u>				
Interest- 11/1	\$205,856	\$205,856	\$205,856	\$0
Special Call - 5/1	\$0	\$0	\$5,000	(\$5,000)
Interest - 5/1	\$205,856	\$0	\$0	\$0
Principal - 5/1	\$455,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$866,713	\$205,856	\$210,856	(\$5,000)
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(\$2,039)	\$379,483	\$373,925	(\$5,558)
FUND BALANCE - Beginning	\$351,184		\$781,989	
FUND BALANCE - Ending	<u>\$349,145</u>		<u>\$1,155,914</u>	

CAPITAL REGION
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2018A1
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ended December 31, 2020

DESCRIPTION	PROPOSED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>REVENUES:</u>				
Special Assessments - Residential	\$142,918	\$133,650	\$133,650	\$0
Special Assessments - Commercial	\$77,165	\$77,886	\$77,886	\$0
Special Assessments - Direct	\$1,086,011	\$86,208	\$86,208	\$0
Interest Income	\$2,500	\$625	\$13	(\$612)
TOTAL REVENUES	\$1,308,594	\$298,369	\$297,757	(\$612)
<u>EXPENDITURES:</u>				
Interest - 11/1	\$391,131	\$391,131	\$390,644	\$487
Interest - 5/1	\$391,131	\$0	\$0	\$0
Principal - 5/1	\$530,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,312,263	\$391,131	\$390,644	\$487
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(\$3,669)	(\$92,762)	(\$92,887)	(\$125)
NET CHANGE IN FUND BALANCE	(\$3,669)	(\$92,762)	(\$92,887)	(\$125)
FUND BALANCE - Beginning	\$397,549		\$1,049,287	
FUND BALANCE - Ending	<u>\$393,881</u>		<u>\$956,400</u>	

CAPITAL REGION**COMMUNITY DEVELOPMENT DISTRICT****DEBT SERVICE FUND - SERIES 2018A2**

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ended December 31, 2020

DESCRIPTION	PROPOSED BUDGET	PRORATED BUDGET THRU 12/31/20	ACTUAL THRU 12/31/20	VARIANCE
<u>REVENUES:</u>				
Special Assessments - Residential	\$273,055	\$184,976	\$184,976	\$0
Interest Income	\$2,500	\$625	\$3	(\$622)
<i>TOTAL REVENUES</i>	<u>\$275,555</u>	<u>\$185,601</u>	<u>\$184,978</u>	<u>(\$622)</u>
<u>EXPENDITURES:</u>				
Interest - 11/1	\$51,899	\$51,899	\$51,784	\$115
Interest - 5/1	\$51,899	\$0	\$0	\$0
Principal - 5/1	\$170,000	\$0	\$0	\$0
<i>TOTAL EXPENDITURES</i>	<u>\$273,798</u>	<u>\$51,899</u>	<u>\$51,784</u>	<u>\$115</u>
<i>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</i>	<u>\$1,758</u>	<u>\$133,702</u>	<u>\$133,195</u>	<u>(\$507)</u>
<i>NET CHANGE IN FUND BALANCE</i>	<u>\$1,758</u>	<u>\$133,702</u>	<u>\$133,195</u>	<u>(\$507)</u>
FUND BALANCE - Beginning	\$57,226		\$193,507	
FUND BALANCE - Ending	<u>\$58,984</u>		<u>\$326,702</u>	

C.

**CAPITAL REGION CDD
ASSESSMENT RECEIPTS FISCAL YEAR 2021**

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 2021 O&M	TOTAL ASSESSED
ST JOE COMPANY	1,692.00	-	1,002,975.66	-	-	-	-	1,002,975.66	391,936.00	1,394,911.66
LEON CO. TAX ROLL	3,263.58	149,434.55	153,683.54	379,444.65	274,147.35	381,324.91	480,803.85	1,818,838.85	1,236,210.17	3,055,049.02
TOTAL NET ASSESSED	4,955.58	149,434.55	1,156,659.20	379,444.65	274,147.35	381,324.91	480,803.85	2,821,814.51	1,628,146.17	4,449,960.68

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 2021 O&M	TOTAL COLLECTED NET
ST JOE COMPANY		-	197,472.78	-	-	-	-	197,472.78	166,429.00	363,901.78
TOTAL DUE DIRECT INVOICE		-	805,502.88	-	-	-	-	805,502.88	225,507.00	1,031,009.88
LEON CO DIST 1	11/12/2020	1,975.57	-	3,687.64	-	5,041.24	-	10,704.45	7,184.02	17,888.47
LEON CO DIST 2	11/20/2020	14,039.80	22,247.61	29,781.32	13,909.94	35,826.56	69,602.36	185,407.59	127,552.37	312,959.96
LEON CO DIST 3	12/23/2020	33,428.72	52,658.04	78,555.98	16,080.26	85,302.92	164,742.37	430,768.29	297,709.71	728,478.00
LEON CO DIST 4	12/30/2020	84,206.24	2,979.95	229,184.86	154,985.32	214,876.26	9,322.86	695,555.49	462,328.29	1,157,883.78
LEON CO DIST 5	1/20/2021	6,842.00	69,432.25	14,108.99	79,358.65	17,459.32	217,220.99	404,422.20	278,836.28	683,258.48
INTEREST	2/1/2021	-	-	-	-	-	-	-	639.01	639.01
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
TOTAL RECEIVED TAX ROLL		140,492.33	147,317.85	355,318.79	264,334.17	358,506.30	460,888.58	1,726,858.02	1,174,249.68	2,901,107.70
TOTAL DUE TAX ROLL		8,942.22	6,365.69	24,125.86	9,813.18	22,818.61	19,915.27	91,980.83	61,960.49	153,941.32

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 2021 O&M	TOTAL
% RECEIVED DIRECT INVOICE	0.00%	19.69%	0.00%	0.00%	0.00%	0.00%	19.69%	42.46%	26.09%
% RECEIVED TAX ROLL	94.02%	95.86%	93.64%	96.42%	94.02%	95.86%	94.94%	94.99%	94.96%

D.

Capital Region
Community Development District
Check Register Summary
General Fund

12/1/2020 - 1/31/2021

<i>Check Date</i>	<i>Check #'s</i>	<i>Total Amount</i>	
12/5/2020	2618-2623	\$	26,739.76
12/19/2020	2624-2630	\$	95,455.04
1/10/2021	2631-2639	\$	1,850,394.99
1/30/2021	2640-2650	\$	507,791.51
Total		\$	2,480,381.30

Capital Reserve

<i>Check Date</i>	<i>Check #'s</i>	<i>Total Amount</i>	
1/10/2021	29-30	\$	2,546.00
Total		\$	2,546.00

* FedEx invoices will be provided upon request

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/05/20	00291	12/04/20	SUR-4570 202012 320-57200-46650 FIELD SURVEY 12/4/2020	MERIDIAN SURVEYING AND MAPPING, INC	*	1,345.00	1,345.00 002623
12/19/20	00024	12/15/20	192546 202012 320-57200-46450 MAINLINE RPR C15 ORANGE A		*	343.85	
		12/15/20	192547 202012 320-57200-46450 VALVE RPL C25 U27 12/9		*	308.25	
		12/15/20	192548 202012 320-57200-46450 VALVE RPL C#28 U31 12/11		*	108.45	
		1/01/21	192556 202101 320-57200-46200 JAN 2021 LANDSCAPE		*	81,977.92	
		1/01/21	192556 202101 320-57200-46225 JAN 2021 LANDSCAPE		*	784.64	
		1/01/21	192556 202101 320-57200-46400 JAN 2021 LANDSCAPE		*	4,252.50	
		1/01/21	192556 202101 320-57200-46425 JAN 2021 LANDSCAPE		*	111.60	
				ALL-PRO LAND CARE OF TALLAHASSEE			87,887.21 002624
12/19/20	00289	12/09/20	186684 202011 310-51300-31500 SERVICE THRU 11/30/2020	AUSLEY & MCMULLEN, P.A.	*	5,130.00	5,130.00 002625
12/19/20	00029	10/01/20	35414856 202010 320-57200-43000 OCT 2020 SERVICES		*	23.17	
		11/02/20	35414856 202011 320-57200-43000 NOV 2020 SERVICES		*	23.50	
				CITY OF TALLAHASSEE - UTILITIES			46.67 002626
12/19/20	00004	12/08/20	72056182 202012 310-51300-42000 SERVICE THRU 12/8/2020	FEDEX	*	51.44	51.44 002627
12/19/20	00292	12/19/20	12192020 202012 310-51300-49100 COMM FEE-ANDREW WIGGINS	FLORIDA DIVISION OF ELECTIONS	*	10.00	10.00 002628
12/19/20	00008	12/17/20	119156 202011 310-51300-31500 GENERAL COUNSEL 11/30/20	HOPPING, GREEN & SAMS, P.A.	*	2,127.52	2,127.52 002629
12/19/20	00228	11/30/20	00035891 202011 310-51300-48000 NOT OF REG MTNG 11/30/20	TALLAHASSEE MEDIA GROUP	*	202.20	202.20 002630
				CAPR CAPITAL REGION MPHILLIPS			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
1/10/21	00024	12/08/20 192541	202012 320-57200-47000		HAND WEEDING-BUTTERFLY GR	*	756.00	
		12/22/20 192559	202012 320-57200-47000		REMOVE TREE-MISSION LAKE	*	489.50	
		12/22/20 192560	202012 320-57200-46450		MAINLINE RPR C#2 U5 12/15	*	1,108.29	
		12/22/20 192561	202012 320-57200-46490		REMOVE OAK TREE-NEW DAWN	*	2,800.00	
ALL-PRO LAND CARE OF TALLAHASSEE							5,153.79	002631
1/10/21	00167	1/01/21 000481	202101 320-57200-34010		JAN 2021 WEB MGMT	*	500.00	
BULLDOG STRATEGY GROUP, LLC							500.00	002632
1/10/21	00106	1/10/21 01102021	202101 300-20700-10800		TXFER TAX RCPTS 1/10/2021	*	173,272.95	
CAPITAL REGION CDD - SERIES 2018A1							173,272.95	002633
1/10/21	00129	1/10/21 01102021	202101 300-20700-10000		TXFER TAX RCPTS 1/10/2021	*	307,740.84	
CAPITAL REGION CDD - SERIES 2011A1							307,740.84	002634
1/10/21	00130	1/10/21 01102021	202101 300-20700-11000		TXFER TAX RCPTS 1/10/2021	*	171,065.58	
CAPITAL REGION CDD - SERIES 2018A2							171,065.58	002635
1/10/21	00148	1/10/21 01102021	202101 300-20700-10900		TXFER TAX RCPTS 1/10/2021	*	474,244.41	
CAPITAL REGIONS CDD - SERIES 2013							474,244.41	002636
1/10/21	00029	12/29/20 DEC2020	202012 320-57200-43000		DEC 2020 SERVICES	*	2,724.73	
CITY OF TALLAHASSEE - UTILITIES							2,724.73	002637
1/10/21	00061	1/01/21 434	202101 310-51300-34000		JAN 2021 MGMT FEES	*	4,051.67	
		1/01/21 434	202101 310-51300-35100		JAN 2021 INFO TECH	*	233.33	
		1/01/21 434	202101 310-51300-31300		JAN 2021 DISSEMINATION	*	608.33	
		1/01/21 434	202101 310-51300-51000		JAN 2021 OFFICE SUPPLIES	*	15.00	
		1/01/21 434	202101 310-51300-42000		JAN 2021 POSTAGE	*	3.38	
		1/01/21 434	202101 310-51300-42500		JAN 2021 COPIES	*	213.00	

CAPR CAPITAL REGION MPHILLIPS

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		1/01/21 434	202101 310-51300-41000		*	40.18	
		JAN 2021 PHONE					
		1/01/21 434	202101 310-51300-49100		*	27.80	
		JAN 2021 DOMAIN/EMAIL SRV					
		1/01/21 435	202101 320-57200-34000		*	10,500.00	
		JAN 2021 FAC MGMT					
			GOVERNMENTAL MANAGEMENT SERVICES				15,692.69 002638
1/10/21 00026		1/10/21 01102021	202101 300-15100-10000		*	700,000.00	
		TXFR EXCESS FUNDS 1/10/21					
			STATE BOARD OF ADMINISTRATION				700,000.00 002639
1/30/21 00024		1/07/21 192619	202012 320-57200-46450		*	395.64	
		MAINLIN RPR C22/U16 12/21					
		1/07/21 192620	202012 320-57200-46450		*	189.00	
		INSTALL POSTS 12/21					
		1/07/21 192621	202012 320-57200-47000		*	1,643.70	
		BUTTERFLY GARDEN CLEANUP					
		1/13/21 192622	202101 320-57200-46490		*	1,222.65	
		WEIGHT RED/CLEANUP/LIVEOK					
		1/22/21 170906-L	202012 320-57200-47000		*	845.00	
		MOWING MISSION LAKE/U31					
		2/01/21 192627	202102 320-57200-46200		*	81,977.92	
		FEB 2021 LANDSCAPE MAINT					
		2/01/21 192627	202102 320-57200-46225		*	784.64	
		FEB 2021 LANDSCAPE MAINT					
		2/01/21 192627	202102 320-57200-46400		*	4,252.50	
		FEB 2021 LANDSCAPE MAINT					
		2/01/21 192627	202102 320-57200-46425		*	111.60	
		FEB 2021 LANDSCAPE MAINT					
			ALL-PRO LAND CARE OF TALLAHASSEE				91,422.65 002640
1/30/21 00157		1/09/21 010821	202101 320-57200-46910		*	737.25	
		PRESCLEAN SW @ ESPLANADE					
			DAVE BORDEN				737.25 002641
1/30/21 00106		1/30/21 01302021	202101 300-20700-10800		*	76,274.25	
		TXFER TAX RCPTS 1/30/21					
			CAPITAL REGION CDD - SERIES 2018A1				76,274.25 002642
1/30/21 00129		1/30/21 01302021	202101 300-20700-10000		*	14,108.99	
		TXFER TAX RCPTS 1/30/21					
			CAPITAL REGION CDD - SERIES 2011A1				14,108.99 002643
1/30/21 00130		1/30/21 01302021	202101 300-20700-11000		*	79,358.65	
		TXFER TAX RCPTS 1/30/21					
			CAPITAL REGION CDD - SERIES 2018A2				79,358.65 002644
			CAPR CAPITAL REGION MPHILLIPS				

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 1/30/21 PAGE 5
 *** CHECK DATES 12/01/2020 - 01/31/2021 *** CAPITAL REGION - GENERAL FUND
 BANK B CAPITAL REGION - GEN

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/30/21	00148	1/30/21 01302021	202101 300-20700-10900		*	234,680.31	
		TXFER TAX RCPTS 1/30/21					
				CAPITAL REGIONS CDD - SERIES 2013			234,680.31 002645
1/30/21	00137	1/11/21 1204	202012 310-51300-31100		*	2,000.00	
		SERVICE THRU 12/31/2020					
				DANTIN CONSULTING, LLC			2,000.00 002646
1/30/21	00008	1/11/21 119635	202012 310-51300-31500		*	3,293.43	
		GENERAL COUNSEL 12/31/20					
		1/11/21 119636	202012 310-51300-31500		*	902.60	
		MONTHLY MTNG 12/31/20					
				HOPPING, GREEN & SAMS, P.A.			4,196.03 002647
1/30/21	00267	1/19/21 SW093020	202101 320-57200-46500		*	865.00	
		LAKE WATER SAMPLING					
				MCGLYNN LABS INC.			865.00 002648
1/30/21	00082	12/24/20 5978727	202012 310-51300-32400		*	4,148.38	
		S2013 TRUSTEE FEES FY2021					
				U.S. BANK			4,148.38 002649
1/30/21	00293	12/19/20 12192020	202012 310-51300-11000		*	184.70	
		REPLACE PR CHK#50781					
		12/19/20 12192020	202012 310-51300-11000		V	184.70-	
		REPLACE PR CHK#50781					
				LUIS K ROJAS			.00 002650
				TOTAL FOR BANK B		2,480,381.30	
				TOTAL FOR REGISTER		2,480,381.30	

CAPR CAPITAL REGION MPHILLIPS

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 1/30/21 PAGE 1
 *** CHECK DATES 12/01/2020 - 01/31/2021 *** CAPITAL REGION - CAP-RES
 BANK C CAPITAL REGION - CR

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/10/21	00003	12/08/20	170901-L 202012 600-53800-60000	ELECTRICAL HOOKUP TO CONT	*	2,100.00	
				ALL-PRO LANDSCAPING OF TALLAHASSEE			2,100.00 000029
1/10/21	00003	1/18/21	192628 202101 600-53800-60000	DOGIPOT DISP/REC RPLCMNT	*	446.00	
				ALL-PRO LANDSCAPING OF TALLAHASSEE			446.00 000030
TOTAL FOR BANK C						2,546.00	
TOTAL FOR REGISTER						2,546.00	

CAPR CAPITAL REGION MPhillips

FOURTH ORDER OF BUSINESS

A.



Capital Region Community Development District

February 11, 2021

**Presented by
MBS Capital Markets, LLC**

MBS Capital Markets, LLC
152 Lincoln Avenue
Winter Park, FL 32789
(407) 622-0130

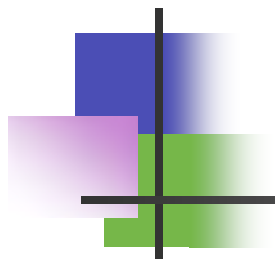
MBS Capital Markets, LLC
3414 W. Bay to Bay Blvd.,
Unit #3
Tampa, FL 33629
(813) 281-2700

MBS Capital Markets, LLC
1005 Bradford Way
Kingston, TN 37763
(865) 717-0303



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BANK TERM SHEET SUMMARY	Section 3
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SUMMARY OF BONDS OUTSTANDING

Bonds Outstanding – January 2021

Capital Region Community Development District

Series	Par Amount Outstanding after 11/1/2020	Average Coupon	Current Maximum Annual Debt Service	Maturity	First Call Date
Series 2018A-1	\$15,890,000	5.024%	\$1,303,953	5/1/2039	5/1/2028 @ par
Series 2018A-2	\$2,335,000	4.504%	273,055	5/1/2031	5/1/2028 @ par
Series 2011A-1	\$3,035,000	5.465%	369,213	5/1/2031	5/1/2021 @ 101
Series 2013	<u>\$7,430,000</u>	5.482%	861,045	5/1/2032	5/1/2024 @ par
Totals	\$28,690,000				

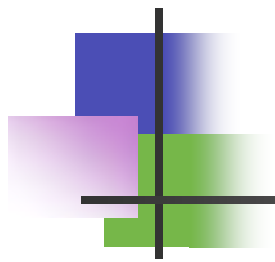
Overview of Outstanding Debt

- 
-
- The Series 2011A-1/A-2 Bonds refunded the District's Series 2001A Bonds.
 - The Series 2013 Bonds refunded the District's Series 2002 Bonds.
 - The Series 2018A-1 Bonds refunded the Series 2008A Bonds.
 - The Series 2018A-2 Bonds refunded the Series 2011A-2 Bonds.

Overview of Series 2011A-1 Debt

- The Series 2011A-1 Bonds are currently outstanding in the amount of \$3,035,000.
- The Series 2011A-1 Bonds have an average coupon of 5.465%.
- The Series 2011A-1 Bonds are call protected until 5/1/2021 and subject to optional redemption at 101%.

Series	Outstanding Par	Average Coupon	Current Maximum Annual Debt Service	Call Provisions	Call Premium	Final Maturity
2011A-1	\$3,035,000	5.465%	\$370,562	5/1/2021	101%	5/1/2031



Series 2011A-1 Refunding Term Sheets

Proposed Series 2021 Capital Improvement Refunding Bonds (a refunding of the Series 2011A-1 Bonds)

- The table below illustrates the proposed refinancing under current market conditions assuming a current refunding, comparing the Term Sheets received.

		TERM SHEETS	
		BankUnited	Hancock/Whitney
Dated		3/15/2021	3/15/2021
Sources:			
Bond Proceeds:		2,830,000.00	2,895,000.00
	Par Amount		
Other Sources of Funds:			
	2011A-1 DSRF	184,950.22	184,950.22
	2011A-1 Prepayment Account	9,492.48	9,492.48
	2011A-1 Revenue Account	379,444.45	379,444.45
		573,887.15	573,887.15
		3,403,887.15	3,468,887.15
Uses:			
Refunding Escrow Deposits			
	Cash Deposit	3,143,949.00	3,143,949.00
Other Fund Deposits:			
	Interest to 11/1/2021	44,415.28	42,400.33
	Reserve Fund	-	65,416.85
		44,415.28	107,817.18
Delivery Date Expenses:			
	Cost of Issuance	165,330.00	163,737.50
	Underwriter's Discount	50,000.00	50,000.00
		215,330.00	213,737.50
Other Uses of Funds:			
	Rounding	192.87	3,383.47
		3,403,887.15	3,468,887.15
Average Coupon		2.50%	2.33%
Maturity		5/1/2031	5/1/2031
MADS		321,813	327,084
NPV Savings\$		198,253.89	229,012.43
NPV Savings%		6.53%	7.55%

Reduction of Annual Debt Service Assessments

Series 2021 Refunding

Series 2021 Bonds (BankUnited Term Sheet)

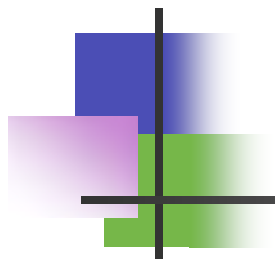
Product Type # Units	Est Par Amount	Par Amount Per Unit	New Annual Debt Service	New Debt Service/Unit	Gross Assmt/Unit	Total Gross Revenue	Reduction/Unit	
TH-1	60	106,539.87	1,776	12,115.15	201.92	217.12	13,027.04	38.88
TH	110	234,998.10	2,136	26,722.73	242.93	261.22	28,734.12	46.78
30'	53	123,519.66	2,331	14,046.00	265.02	284.97	15,103.22	51.03
40'	28	69,916.79	2,497	7,950.56	283.95	305.32	8,548.99	54.68
55'-1	28	70,499.43	2,518	8,016.82	286.31	307.87	8,620.24	55.13
55'	82	248,551.41	3,031	28,263.94	344.68	370.63	30,391.33	66.37
65'-1	42	130,511.34	3,107	14,841.05	353.36	379.96	15,958.12	68.04
65'	69	257,963.82	3,739	29,334.27	425.13	457.13	31,542.23	81.87
75'-1	34	120,745.19	3,551	13,730.50	403.84	434.23	14,763.98	77.77
75'	43	184,024.04	4,280	20,926.23	486.66	523.29	22,501.33	93.71
100'-1	32	142,053.16	4,439	16,153.53	504.80	542.79	17,369.38	97.21
100'	89	475,337.07	5,341	54,052.80	607.33	653.05	58,121.28	116.95
1/2 acre-1	22	117,193.86	5,327	13,326.66	605.76	651.35	14,329.74	116.65
1/2 acre	44	282,302.91	6,416	32,101.98	729.59	784.51	34,518.26	140.49
1 acre-1	25	173,751.55	6,950	19,758.10	790.32	849.81	21,245.27	152.19
1 acre	11	92,091.79	8,372	10,472.19	952.02	1,023.67	11,260.42	183.33
772		2,830,000.00		321,812.50			346,034.95	

Reduction of Annual Debt Service Assessments

Series 2021 Refunding

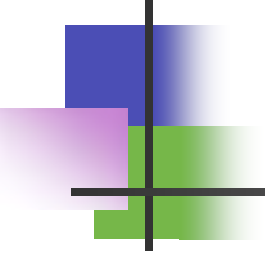
Series 2021 Bonds (Hancock Whitney Term Sheet)

Product Type	# Units	Est Par Amount	Par Amount Per Unit	New Annual Debt Service	New Debt Service/Unit	Gross Assmt/Unit	Total Gross Revenue	Reduction/Unit
TH-1	60	108,986.90	1,816	12,313.61	205.23	220.67	13,240.44	35.33
TH	110	240,395.58	2,185	27,160.49	246.91	265.50	29,204.82	42.50
30'	53	126,356.69	2,384	14,276.09	269.36	289.63	15,350.63	46.37
40'	28	71,522.65	2,554	8,080.81	288.60	310.32	8,689.04	49.68
55'-1	28	72,118.68	2,576	8,148.15	291.01	312.91	8,761.45	50.09
55'	82	254,260.19	3,101	28,726.94	350.33	376.70	30,889.19	60.30
65'-1	42	133,508.95	3,179	15,084.17	359.15	386.18	16,219.54	61.82
65'	69	263,888.79	3,824	29,814.81	432.10	464.62	32,058.93	74.38
75'-1	34	123,518.49	3,633	13,955.42	410.45	441.35	15,005.83	70.65
75'	43	188,250.74	4,378	21,269.03	494.63	531.86	22,869.93	85.14
100'-1	32	145,315.87	4,541	16,418.14	513.07	551.68	17,653.92	88.32
100'	89	486,254.70	5,464	54,938.25	617.28	663.75	59,073.39	106.25
1/2 acre-1	22	119,885.59	5,449	13,544.97	615.68	662.02	14,564.48	105.98
1/2 acre	44	288,786.90	6,563	32,627.86	741.54	797.36	35,083.72	127.64
1 acre-1	25	177,742.31	7,110	20,081.76	803.27	863.73	21,593.29	138.27
1 acre	11	94,206.97	8,564	10,643.74	967.61	1,040.44	11,444.88	166.56
	772	2,895,000.00		327,084.23			351,703.47	



Future Actions

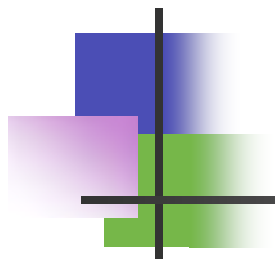
Refunding Process

- 
-
- **Board Meeting** **February 11, 2021**
 - Board Approves Term Sheet
 - Board Authorizes Preparation of Refunding Documents

 - **Board Meeting** **March 11, 2021**
 - Board Approves Supplemental Assessment Report
 - Board Approves Delegation Resolution
 - Pre-closing on Bonds

 - **Closing** **March 15, 2021**

 - **Bond Redemption**
 - Series 2011A-1 Bonds **May 1, 2021**



APPENDIX A



Disclosures Regarding Underwriter's Role – MSRB Rule G-17

Disclosures Concerning the Underwriter's Role

- (i) Municipal Securities Rulemaking Board Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers and investors;
- (ii) The Underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the District and it has financial and other interests that differ from those of the District;
- (iii) Unlike a municipal advisor, the Underwriter does not have a fiduciary duty to the District under the federal securities laws and is, therefore, not required by federal law to act in the best interests of the District without regard to its own financial or other interests;
- (iv) The Underwriter has a duty to purchase securities from the District at a fair and reasonable price, but must balance that duty with its duty to sell municipal securities to investors at prices that are fair and reasonable; and
- (v) The Underwriter will review the official statement for the District's securities in accordance with, and as part of, its responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

Disclosure Concerning the Underwriter's Compensation

Underwriter's compensation that is contingent on the closing of a transaction or the size of a transaction presents a conflict of interest, because it may cause the Underwriter to recommend a transaction that it is unnecessary or to recommend that the size of the transaction be larger than is necessary.



Disclosures Regarding Underwriter's Role – MSRB Rule G-17 (cont' d)

Conflicts of Interest

Payments to or from Third Parties. There are no undisclosed payments, values, or credits to be received by the Underwriter in connection with its underwriting of this new issue from parties other than the District, and there are no undisclosed payments to be made by the Underwriter in connection with this new issue to parties other than the District (in either case including payments, values, or credits that relate directly or indirectly to collateral transactions integrally related to the issue being underwritten). In addition, there are no third-party arrangements for the marketing of the District's securities.

Profit-Sharing with Investors. There are no arrangements between the Underwriter and an investor purchasing new issue securities from the Underwriter (including purchases that are contingent upon the delivery by the District to the Underwriter of the securities) according to which profits realized from the resale by such investor of the securities are directly or indirectly split or otherwise shared with the Underwriter.

Credit Default Swaps. There will be no issuance or purchase by the Underwriter of credit default swaps for which the reference is the District for which the Underwriter is serving as underwriter, or an obligation of that District.

Retail Order Periods. For new issues in which there is a retail order period, the Underwriter will honor such agreement to provide the retail order period. No allocation of securities in a manner that is inconsistent with an District's requirements will be made without the District's consent. In addition, when the Underwriter has agreed to underwrite a transaction with a retail order period, it will take reasonable measures to ensure that retail clients are bona fide.

Dealer Payments to District Personnel. Reimbursements, if any, made to personnel of the District will be made in compliance with MSRB Rule G-20, on gifts, gratuities, and non-cash compensation, and Rule G-17, in connection with certain payments made to, and expenses reimbursed for, District personnel during the municipal bond issuance process.

B.

1.

BankUnited, N.A.
7765 NW 148 Street
Miami Lakes, FL 33016
E-mail: paguila@bankunited.com

Percy R. Aguila, Jr.
Senior Vice President
Corporate Banking
Tel: 305.818.8661



Rhonda Mossing
Managing Partner
MBS Capital Markets, LLC

January 8, 2021

RE: Capital Region CDD--Bank Loan Proposal

Dear Rhonda:

BankUnited, N.A. (the "Bank") is pleased to provide you with this Preliminary Term Sheet outlining the basic terms and conditions currently being contemplated for the proposed extension of credit applicable to the refinancing of all of the District's Capital Improvement Revenue Refunding Bonds, Series 2011A-1. This is not a commitment to lend and is subject to credit approval; it is an expression of our interest in providing the aforementioned financing request pursuant to the following:

Borrower: Capital Region Community Development District (the "District" or "Borrower").

Amount: Not to exceed \$2,850,000 (the "Series 2021 Loan Amount").

Lender: BankUnited, N.A. and/or Bridge Funding Group, Inc., an affiliate of BankUnited, N.A (the "Lender").

Placement Agent: MBS Capital Markets, LLC.

Facility: The obligation will be in the form of bonds issued by the District in an amount not to exceed the Series 2021 Loan Amount, (the "Series 2021 Loan"). Interest on the obligation shall be tax-exempt to the Lender.

Closing Date: On or before February 1, 2021 (the "Closing Date") or as otherwise mutually agreed upon by the Borrower and the Lender.

Purpose: The Series 2021 Loan will refund the Capital Region Community Development District Capital Improvement Revenue Bonds, Series 2011A-1 and pay cost of issuance.

Security: The Series 2021 Loan shall be secured by a lien on and pledge of the Series 2021 Loan Trust Estate, consisting of:

(a) all revenues derived by the District from the collection of the Series 2021 Assessments, which are the non-ad valorem special assessments levied and collected on certain lands in the Series 2021 Assessment Area subject to assessment as a result of the Series 2021 Project or a portion thereof, including, without limitation, amounts received from any foreclosure proceedings for the enforcement of collection of such 2021 Assessments or, if applicable, from the issuance and sale of tax certificates with respect to such 2021 Assessments; and

(b) all moneys on deposit in the Funds and Accounts established under the Indenture that are created and established with respect to or for the benefit of the Series 2021 Loan.

Payments: Interest is payable semi-annually, on each May 1 and November 1 of each year, commencing November 1, 2021.

Principal is payable on May 1 of each year, commencing May 1, 2022.

Day Count Method: Based on 12, 30-day months (30/360).

Term/Maturity: The Series 2021 Loan shall be for a term that extends to May 1, 2031, corresponding to the preliminary amortization schedule below:

YEAR	Principal Amount [1]
2021	--0--
2022	255,000
2023	260,000
2024	265,000
2025	275,000
2026	280,000
2027	285,000
2028	295,000
	300,000
2029	305,000
2030	330,000
2031	

[1] Preliminary amounts, payable May 1, subject to change.

Interest Rate: The tax-exempt interest rate on the Series 2021 Loan shall be fixed extending to May 1, 2031 at an interest rate of 2.50% (the "Series 2020 Loan").

Prepayment: **Optional Redemption.** The Series 2021 Loan is subject to redemption prior to maturity at the option of the District, in whole at any time or in part on any interest payment date on or after May 1, 2027, at the redemption price of par, together with accrued interest to the redemption date.

Bank Counsel: BankUnited will be represented by counsel to be disclosed to the District upon acceptance of the Term Sheet (the "Bank Counsel"). Bank counsel fees (including expenses) are not expected to exceed \$12,500.

Issuer Costs/Counsel: The District will pay for its costs from the Series 2021 Loan proceeds, including fees payable to its counsel, placement agent, bond counsel, escrow agent, and the fees charged by Bank Counsel.

Deposit & Accounts: The District shall designate BankUnited as a Qualified Public Depository ("QPD"), as defined by the State of Florida and pursuant to Chapter 280, Florida Statutes, for purposes of confirming BankUnited as an eligible depository of District funds.

Debt Service Reserve Requirement: N/A.

Covenants:	<p>(1) The District shall covenant to levy and collect the 2021 Assessments applicable to each property within the Series 2021 Assessment Area sufficient to pay principal and interest on the Series 2021 Loan. Such 2021 Assessments shall become due and be collected each year at the same time that County taxes are due and collected.</p> <p>(2) The District will not create or permit to be created any charge or lien on the Pledged Revenues (including the 2021 Assessments) or amounts in the funds and accounts created under the Indenture ranking equal with, prior to or subordinate to the lien on the Pledged Revenues (including the 2021 Assessments).</p>
Commitment Fee:	A one-time commitment fee of 10 basis points on the 2021 Loan Amount, payable at closing.
Trustee/Paying Agent:	TBD.
Default Rate:	Under an Event of Default, the Default Rate shall be calculated at 6.00%, per annum, on the Series 2021 Loan.
Default & Remedies:	BankUnited shall be entitled to all remedies available under the financing documents and the Indenture. Upon the occurrence of an event of default under the Indenture, the financing documents will provide remedies to BankUnited customary for transactions of this nature, exercise rights and remedies available under law, equity or under the terms of the Indenture and other financing documents.
Gross Up:	Upon an event of taxability caused by actions or failures to act of the District, the interest rate on the Series 2021 Loan shall increase to a taxable rate of 3.16%.
Tax Treatment:	Interest on the Series 2021 Loan shall be excludable from gross income for federal income tax purposes, as evidenced by a customary opinion of the District's bond counsel. The District shall covenant to perform all actions, functions or requirements in order to maintain the tax-exempt status on the Series 2021 Loan.
Annual Reporting Requirements:	<p>(1) Prepare audited financial statements of the District. The audited financial statements will be posted or provided to the Bank on or before June 30 of each year for the fiscal year ending on the preceding September 30, commencing June 30, 2021 for the fiscal year ending on the preceding September 30, 2020.</p> <p>(2) Prepare an annual budget of the District (the "Annual Budget"). The Annual Budget will be posted or provided to the Bank on or before September 30 of each year for the fiscal year commencing on October 1, commencing September 30, 2021 for the fiscal year commencing October 1, 2021.</p>
Governing Law:	All aspects of the Series 2021 Loan being discussed, including this Preliminary Term Sheet, and any related financing documents would be governed by the laws of the State of Florida.
Successors/Assigns:	The Lender may, in its sole discretion and in accordance with the terms of the Series 2021 Loan, state and federal securities laws and other applicable laws, from time to time, assign, sell or transfer, in whole or in part, its interest in the Series 2021 Loan.

Lender's Role: The transaction described in this document is an arm's length, commercial transaction between the District and the Lender in which: (a) Lender is acting solely as a principal (i.e., as a lender); (b) Lender is not acting as a municipal advisor or financial advisor to the District; (c) Lender has no fiduciary duty pursuant to Section 15B of the Securities Exchange Act of 1934 to the District with respect to this transaction and the discussions, undertakings and procedures leading thereto (irrespective of whether Lender has provided other services or is currently providing other services to the District on other matters); (d) the only obligations Lender has to the District with respect to this transaction are set forth in the definitive transaction agreements between Lender and the District; and (e) Lender is not recommending that the District take an action with respect to this transaction, and before taking any action with respect to this transaction, the District should discuss the information contained herein with its own legal, accounting, tax, financial and other advisors, as it deems appropriate.

Confidentiality: Notwithstanding anything herein to the contrary, any party hereto may disclose to any and all persons, without limitation of any kind the tax treatment or tax structure of this transaction. Furthermore, the parties to this transaction may disclose, as required by federal or state laws, any information as required to comply with such federal or state laws.

Acceptance: On behalf of BankUnited, we sincerely thank you for the opportunity to service your financing needs. Should you wish to proceed with obtaining formal credit approval under the general terms and conditions outlined herein please acknowledge the District's acceptance by signing below and returning one original signed document.

Very truly yours,

Percy R. Aguila, Jr.
Senior Vice President

ACCEPTED BY:

By: _____

As: _____

Cc: ebullet@mbscapitalmarkets.com

2.



January 7, 2021

Capital Region Community Development District
Attn: Rhonda Mossing
1005 Bradford Way
Kingston, TN 37763

Dear Ms. Mossing:

Hancock Whitney Bank ("Bank") is pleased to propose to you the following financing on the general terms and conditions outlined below. The proposed terms are as follows:

BORROWER:	Capital Region Community Development District
LOAN AMOUNT:	\$3,040,000
LOAN TYPE:	Tax-Exempt, Bank Qualified Term Loan
PURPOSE:	Refund all of its outstanding Capital Improvement Revenue Refunding Bonds, Series 2011A-1.
REPAYMENT:	Annual principal payments with semi-annual interest payments
INTEREST RATE:	Serial Bond with an average Coupon of 2.333%.
MATURITY:	May 1, 2031
COMMITMENT FEE:	25 bps of the loan amount
COLLATERAL:	Pledge of Non-advalorem special assessment on 772 assessable units within the District, including, without limitation, amounts received from any foreclosure proceeding for the enforcement of collection of such assessments or, if applicable, from the issuance and sale of tax certificates with respect to such assessments.
GUARANTOR:	N/A
DEPOSIT RELATIONSHIP:	Borrower agrees to maintain the Debt Service Reserve Fund account with Hancock Whitney Bank.
FINANCIAL COVENANTS:	Borrower is required to maintain in a separate Reserve Fund at least 20% of Maximum Annual Debt Service to be monitored quarterly and tested annually.

PREPAYMENT PENALTY: Loan documents shall contain Hancock Whitney Bank's standard provisions protecting the Bank against loss of yield in the event of a refunding.

COSTS: Standard and reasonable costs related to this loan transaction are the responsibility of the Borrower.

**ADDITIONAL COVENANTS
AND CONDITIONS:**

Receipt and satisfactory review by Hancock Whitney Bank-engaged legal counsel of the legal documentation provided by the Bond Counsel engaged in this transaction. Bond Counsel Opinion to include, among other required information, that the form of the proposed Bonds is regular and proper to include an opinion as to tax exemption and enforceability.

Receipt and satisfactory review of the Supplemental Drafts to the Master Trust Indenture for the proposed refunding. The Supplemental Drafts to the Master Trust Indenture will mirror, in all material aspects, the covenants, requirements, agreements, remedies, etc. of the existing Master Trust Indenture with no material deviation that will negatively affect the position of Hancock Whitney Bank.

Receipt and satisfactory review of the Series 2021 Bonds Report utilizing the agreed upon terms (loan amount, interest rate, payment schedule, etc.)

FINANCIAL REPORTING:

On an annual basis, within 270 days of the Fiscal year end, a copy of the audited financial statements for the Borrower.

On a quarterly basis, within 45 days of Quarter end, a copy of the Statement for the Debt Reserve Account for the Borrower.

On annual basis, within 90 days of the Fiscal year end, a copy of an internally prepared financial statement for the Borrower.

Failure to provide the financial statements and reports as provided in the preceding paragraphs, after three (3) Business Days' written notice to the District, the District Manager and Counsel to the District, with a copy to the Trustee, shall constitute a "Financial Covenant Reporting Failure." Upon the occurrence of a Financial Covenant Reporting Failure Hancock Whitney Bank may enforce the provisions of this section by action in mandamus or for specific performance, to compel performance of the District's financial reporting obligations under this section. A Financial Covenant Reporting Failure under this section shall not constitute an Event of Default under the Master Indenture.

TAX EXEMPT STATUS:

In the event this Loan is deemed to no longer be tax exempt, then in such event Borrower shall also pay to Bank, at the time such interest is paid all additional amounts which Bank specifies as necessary to preserve the after-tax yield that Bank would have received at each interest payment date had the loan remained tax exempt.

The Borrower agrees to pay, and indemnify Bank with respect to, any present or future stamp or documentary taxes, or any other excise or property taxes, charges or similar levies which arise from any payment made under this Loan or from the execution, delivery or registration of, or otherwise with respect to this Loan or any agreement or instrument required by, or executed or delivered in connection with, this Loan.

This letter is not a commitment to lend, either expressed or implied, and does not impose any obligation on Hancock Whitney Bank to issue a commitment or to make the Loan. The terms and conditions outlined herein are not all-inclusive, but merely reflect the parties' discussions to date and are subject to change upon receipt of all requested information. The issuance of a commitment to make the Loan is subject to full underwriting, due diligence, documentation and approval.

After your review of the above, please call me at (941) 714-3323 or email Andres.Rincon@hancockwhitney.com, with any questions or comments you may have prior to your decision.

Kindly execute a copy of this letter and return it to my attention at Hancock Whitney Bank, 4770 S.R. 64 East, Bradenton, FL 34208 on or before January 29, 2021. The closing is to take place on or before February 26, 2021.

Thank you for allowing us the opportunity to provide this loan proposal letter to you. We look forward to working with you.

Sincerely,

Andres F. Rincon

Andres Rincon
Senior Vice President

Accepted on this ____ day of _____, 2021.

Capital Region Community Development District

By: _____

C.

**Capital Region Community Development District
Series 2021 Refunding Bonds
Bank Placement
Refunding the Series 2011A-1 Bonds**

Estimated Costs of Issuance

Refunded Series:			(2011A-1 refunding)
Consultant	Firm	Contact	Series 2021 Bonds
District Manager	GMS	Jim Oliver	\$15,000.00
Assessment Consultant	GMS	Jim Perry	\$15,000.00
District Counsel	Hopping, Green & Sams, PA	Sarah Sandy	\$35,000.00
Bond Counsel	Nabors, Giblin & Nickerson	Cynthia Wilhelm	\$35,000.00
Trustee	U.S. Bank	Stacey Johnson	\$10,425.00
Trustee's Counsel	Greenberg, Traurig, PA	Warren Bloom	\$5,500.00
Bank Fee	TBD	10 to 25 bps	\$7,500.00
Bank's Counsel	TBD		\$12,500.00
Verification Agent	Causey, Demgen & Moore, Inc.	Doug Carlile/Teoh Lim Goh	\$1,750.00
Contingency			\$2,325.00
Total Estimated COI			\$140,000.00

Estimated Trustee Fees:	Series 2021
Acceptance Fee	\$2,250
Trustee/Paying Agent/Registrar	\$6,525
Escrow	\$1,500
Travel	<u>\$150</u>
Total Due at Closing	\$10,425

SEVENTH ORDER OF BUSINESS



TO: CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT
3196 MERCHANTS ROW, STE. 130
TALLAHASSEE, FL 32311

DATE: January 15, 2021

NOTICE

PLEASE TAKE NOTICE that a request has been filed with Leon County, Florida and the City of Tallahassee for proceedings under the Florida Land Use and Environmental Dispute Resolution Act, § 70.51, Florida Statutes, concerning a request by applicant Francis "Chip" Chaney submitted to Leon County and the City of Tallahassee to create one single-family residential lot on 0.47 acre at the corner of Mossy Creek Lane and Dunbar Lane. A map showing the location of the proposed lot is enclosed.

On November 17, 2020, the Leon County Board of County Commissioners held a public hearing on the application (LDEV200002) and denied the request. A copy of the request for relief submitted to Leon County is attached. The Board of County Commissioners agenda item (No. 21) is available at on the County's website: cms.leoncountyfl.gov

On December 9, 2020, the Tallahassee City Commission held a public hearing on the application (TDA200002) and denied the request. A copy of the request for relief submitted to the City of Tallahassee is attached. The City Commission agenda item (No. 16.08) is available on the City's website: www.talgov.com

This notice is being provided to all property owners adjacent to the Southwood golf course and persons who appeared before, or who submitted written comments to, the Board of County Commissioners or the City Commission concerning this matter.

You may request to participate in the proceedings by submitting a written request to the following:

gillespiej@leoncountyfl.gov

THE REQUEST TO PARTICIPATE MUST BE SUBMITTED WITHIN 21 DAYS AFTER YOUR RECEIPT OF THIS NOTICE. Persons submitting a request may be permitted to participate in the hearing but shall not be granted party or intervenor status. The participation of such persons is limited to addressing issues raised regarding alternatives, variances, and other types of adjustment to the development order which may impact their substantial interests, including denial of the development order. § 70.51(12), Florida Statutes.

A hearing concerning this matter will be held before Special Magistrate Thomas H. Bateman III, Messer Capareello, P.A, 2618 Centennial Place Tallahassee, FL, 32308. Persons requesting to participate will be provided with notice of the hearing.

For more information, you may contact the following:

Louis C. Norvell, Asst. City Attorney, ph. 850-891-8554, email: Louis.Norvell@talgov.com or
Emily Pepin, Asst. County Attorney, ph. 850-606-2500, email: PepinE@leoncountyfl.gov

CHARLES A. McMURRY
Attorney At Law



Trial Practice – Criminal
Personal Injury
Marital Law

3750 Grove Park Dr.
Tallahassee, Florida 32311
Telephone (850) 425-3000
mclaw@mcmurrylawfirm.com



Trial Practice - Civil
Business Law
Collections

January 4, 2021

Rick Minor, Chairman
Leon County Commission
301 S. Monroe St.
Tallahassee, Fl. 32301

Re: Chaney One-Lot Subdivision
Leon County Permit #LDEV200002
Parcel ID 31-15-20-001-000

Dear Sir:

Please be advised that the Applicant herein gives notice of his intent to seek relief under Sec. 70.51 Florida Statutes with respect to the letter of denial of his application in the above case dated Dec. 22, 2020. Pursuant to Fla. St. 70.51(6) the following information is provided:

1. The proposed use of the subject parcel is for one single residential lot that is comparable to the other lots in the same vicinity and roughly one-half acre;
2. The enforcement action is the County of Leon's denial of applicant's Type D application to amend the DRI to allow a one-half acre lot;

3. The County's action places an undue burden on the owner as he cannot use the property as intended in the proposed use, based on the County's denial. The denial is contrary to multiple other lots that were created by the original developer, St. Joe, when they simply carved out land from the golf course without going through the proper process of obtaining an amendment to the PUD and the DRI. My client followed all of the proper processes and obtained recommendations for approval from the staff, DRC and the Planning commission, only to be denied by the County Commission because of unfounded neighborhood opposition.

CERTIFICATE OF SERVICE

I hereby certified that the original of this notice has been sent to the Chairman of the Leon County Commission, Rick Minor, and the County Attorney, at 301 S. Monroe St., Tallahassee, Fl. 32301 this 4th day of January, 2021.

Sincerely,

Charles McMurry

Charles McMurry

Cc County Attorney



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5300 www.leoncountyfl.gov

Department of Development Support &
Environmental Management
433 N. Macomb Street, 3rd Floor
Renaissance Building
Tallahassee, Florida 32301
(850) 606-1300

Commissioners

RICK MINOR
District 3
Chairman

BILL PROCTOR
District 1
Vice Chairman

JIMBO JACKSON
District 2

BRIAN WELCH
District 4

KRISTIN DOZIER
District 5

CAROLYN D. CUMMINGS
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

CHASITY H. O'STEEN
County Attorney

December 22, 2020

Ms. Carolyn Bibler
2507 Calloway Road #100
Tallahassee, FL 32303

RE: Chaney One-Lot Subdivision (Proposed Amendment to the Southwood DRI)
Leon County Permit #LDEV200002
Parcel ID#: 31-15-20-001-0000

Dear Ms. Bibler,

The Leon County Board of County Commissioners (Board) heard the referenced Sixth Amendment to the Southwood Development of Regional Impact Integrated Development Order on November 17, 2020 and voted to unanimously deny the amendment.

The Board based its denial according to the procedures for review and standards of approval of amendments to DRIs found in Chapter 380.06, Florida Statutes, as well as testimony and reasoning presented at the hearing on November 17th.

An aggrieved or adversely affected party may challenge the decision of the Board by filing a petition for writ of certiorari with the Leon County Circuit Court no later than 30 calendar days following the rendition of the Board's decision.

Sincerely,


Ryan Culpepper, AICP
Development Services Director

Cc: Gwendolyn Marshall, Clerk of the Court & Comptroller, Leon County, Florida
Chasity H. O'Steen, County Attorney, Leon County Attorney's Office

Notice for Florida Land Use and Environmental Dispute Resolution Act

NOTICE: If the property owner feels that this order is unreasonable or unfairly burdens the use of his/her land, he/she may apply to Leon County within 30 days after receipt of the order or notice of the governmental action for relief under Section 70.51, Florida Statutes, the Florida Land Use and Environmental Resolution Dispute Resolution Act. The request for relief should be filed with the Chairman of the Board of County Commissioners with a copy to the County Attorney, Leon County Courthouse, 301 S Monroe St., Tallahassee, FL 32301.

CHARLES A. McMURRY
Attorney At Law



Trial Practice – Criminal
Personal Injury
Marital Law

3750 Grove Park Dr.
Tallahassee, Florida 32311
Telephone (850) 425-3000
mclaw@mcmurrylawfirm.com



Trial Practice - Civil
Business Law
Collections

December 15, 2020

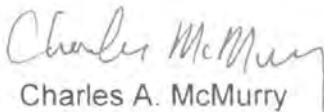
City Attorney
City of Tallahassee
300 S. Adams St.
Tallahassee, Fl. 32301

Re: Chaney One-Lot Subdivision
TDA200002
Parcel ID 31-15-20-001-000

Dear Sir:

Please be advised that the Applicant herein gives notice of his intent to seek relief under Sec. 70.51 Florida Statutes with respect to the denial of his application in the above case. Please see the attached letter of denial. We have not received a notice from Leon County with respect to their denial, however, we are agreeable to having the Magistrate combine the two government actions into one proceeding.

Sincerely,


Charles A. McMurry



December 11, 2020

Ms. Carolyn Bibler
2507 Callaway Road #100
Tallahassee, Florida 32303

Subject: Chaney One-Lot Subdivision (Proposed Amendment to the Southwood DRI)
TDA200002
Parcel ID: 31-15-20-001-0000

Dear Ms. Bibler:

The City Commission heard the referenced Type D application on December 9, 2020 and voted unanimously to deny the request.

Any appeal of the decision of the City Commission shall be made by petition for writ of certiorari filed in the Leon County Circuit Court within 30 calendar days after the City Commission's decision on a Type D review is rendered. The City Commission decision shall be rendered when it is filed with the city Treasurer-Clerk.

If you need additional information or clarification, please contact this office.

Sincerely,

Keith Burnsed, Land Use and Development Services Manager
Growth Management Department

Cc: Matt Lutz, Treasurer-Clerk Office
Lou Norvell, City Attorney Office

Notice for Florida Land Use and Environmental Dispute Resolution Act

NOTICE: If the property owner feels that this order is unreasonable or unfairly burdens the use of his/her land, he/she may apply to the City of Tallahassee within 30 days of the receipt of this order for relief under Sec. 70.51, Florida Statutes, the Florida Land Use and Environmental Dispute Resolution Act. The request for relief should be filed with the City Attorney, 300 So. Adams St., Tallahassee, FL, pursuant to City Commission Policy 414CP, which is available online at Talgov.com under the Treasurer-Clerk's web site or by calling the City Attorney's Office at (850) 891-8554.

CITY HALL
300 South Adams Street
Tallahassee, FL 32301-1731
850-891-0000
TTY: 711 • Talgov.com

JOHN F. DAILEY
Mayor

BRIAN GORDON
City Manager

BERNIE MATEOW
Mayor Pro Tem

CASSANDRA K. JACKSON
City Attorney

TYGUE TITUS
Commissioner

LANCEY L. GIBBS
City Treasurer & Clerk

CHRISTOPHER HARRISON
Commissioner

DEAN J. BELL
City Auditor



Southwood Golf Course Adjacent Parcels

0 0.13 0.25 0.5 Miles



Created By: Jason Cox | Application Systems Analyst I
 Date Created: 01-08-2021
 Contact Email: coxj@leoncountyfl.gov | Phone: 850-606-5594

NOTE: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.



EIGHTH ORDER OF BUSINESS

A.

This instrument was prepared by and
upon recording should be returned to:

QUIT CLAIM DEED

THIS QUIT CLAIM DEED is made as of the 2 day of February, 2021, by and between **CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT**, a community development district formed pursuant to Chapter 190, Florida Statutes ("**Grantor**"), whose address is 3196 Merchants Row Blvd., Suite 130, Tallahassee, Florida 32311, and **Ball House and Cottages, LLC**, a Florida limited liability company ("**Grantee**"), and whose address is 3251 Hemingway Blvd, Tallahassee, FL 32311.

(Wherever used herein, the terms "Grantor" and "Grantee" include all of the parties to this instrument, the heirs, legal representatives and assigns of individuals, and the successors and assigns of trustees, partnerships, limited liability companies, governmental entities, and corporations.)

WITNESSETH

THAT GRANTOR, for good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby remise, release and quit-claim unto the Grantee forever, all the right, title, interest, claim and demand which the Grantor has in and to the following described lot, piece or parcel of land, situate, lying and being in the City of Tallahassee, State of Florida, and more particularly below ("**Property**"):

The real property described in the legal description attached hereto as **Exhibit A**.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the same in fee simple forever, subject to taxes for the year hereof and subsequent years, as applicable, and all easements, restrictions, reservations, conditions, covenants, limitations and agreements of record. This reference to such matters of record shall not operate to re-impose the same.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, Grantor has caused these presents to be executed on the day and year first above written.

WITNESS

CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT

By: [Signature]
Name: Daniel E. Manausa

By: [Signature]
Name: Kyle Rojas
Its: Chairman

By: [Signature]
Name: Shane Shively

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 1 day of February, 2021, by Kyle Rojas, as Chairperson of Capital Region Community Development District, who appeared before me this day in person, and who is either personally known to me, or produced FLNC as identification.

[Signature]
NOTARY PUBLIC, STATE OF FLORIDA

(NOTARY SEAL)

Name: _____
(Name of Notary Public, Printed, Stamped or Typed as

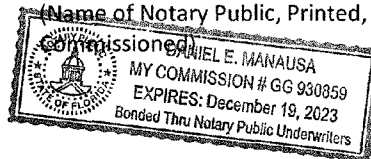
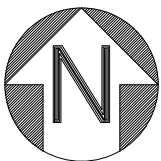


Exhibit "A"

BEING A PORTION OF OPEN SPACE, SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHEAST CORNER OF LOT 14, BLOCK "M", SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLOAT THEROF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF SAID PUBLIC RECORDS AND THENCE RUN NORTH 24 DEGREES 01 MINUTE 05 SECONDS EAST A DISTANCE OF 91.19 FEET TO THE NORTHEAST CORNER OF SAID LOT 14; THENCE RUN SOUTH 32 DEGREES 20 MINUTES 05 SECONDS EAST A DISTANCE OF 245.11 FEET TO THE NORTHERLY RIGHT OF WAY BOUNDARY OF FAULKNER LANE (48' RIGHT OF WAY); THENCE RUN NORTH 53 DEGREES 06 MINUTES 53 SECONDS WEST ALONG SAID NORTHERLY RIGHT OF WAY, A DISTANCE OF 170.83 FEET TO A POINT OF CURVE TO THE LEFT; THENCE RUN ALONG SAID RIGHT OF WAYCURVE HAVING A RADIUS OF 374.00 FEET, THROUGH A CENTRAL ANGLE OF 05 DEGREES 50 MINUTES 07 SECONDS, FOR AN ARC LENGTH OF 38.09 FEET (CHORD BEARS NORTH 56 DEGREES 01 56 SECONDS WEST A DISTANCE OF 38.07 FEET) TO THE POINT OF BEGINNING, CONTAINING 0.21 ACRE, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY BEING SUBJECT TO A 5 FOOT WIDE UTILITY EASEMENT ALONG THE SOUTHERLY BOUNDARY AS RECORDED IN SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.



30 0 30
SCALE IN FEET: 1"=30'

EXHIBIT A:
LEGAL DESCRIPTION

BOUNDARY SURVEY
FOR
OPEN SPACE
SOUTHWOOD UNIT 16
(PLAT BOOK 14, PAGES 97-100)
LEON COUNTY, FLORIDA

LOT 14, BLOCK "M"
SOUTHWOOD UNIT NO. 16
(P.B. 14, PG. 97-100)

POINT OF
BEGINNING
SOUTHEAST CORNER

FOUND "X"
IN CONC.

FIRC 5/8"
(3293)

N24°01'05"E 91.19'(P)
(BEARING REFERENCE)
N24°01'05"E 91.33'(F)

0.21 ACRE±
OPEN SPACE
SOUTHWOOD UNIT NO. 16
(P.B. 14, PG. 97-100)

SOUTHWOOD UNIT NO. 4, PHASE 2
(P.B. 13, PG. 10)

N32°20'05"W 245.11'(P)
N32°26'41"W 245.39'(F)

SET "X"
IN CONC.

5.0' UTILITY
EASEMENT(P)

FOUND
NAIL

FAULKNER LANE
(48' RIGHT OF WAY - PAVED)

S53°13'20"E 139.39'(F)
S53°06'53"E 139.39'(P)
S53°10'43"E 171.15'(C)
S53°06'53"E 170.83'(P)

FOUND
NAIL

FND
(#7035)

LEGAL DESCRIPTION (PER RECORD PLAT):

BEING A PORTION OF OPEN SPACE, SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHEAST CORNER OF LOT 14, BLOCK "M", SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF SAID PUBLIC RECORDS AND THENCE RUN NORTH 24 DEGREES 01 MINUTE 05 SECONDS EAST A DISTANCE OF 91.19 FEET TO THE NORTHEAST CORNER OF SAID LOT 14; THENCE RUN SOUTH 32 DEGREES 20 MINUTES 05 SECONDS EAST A DISTANCE OF 245.11 FEET TO THE NORTHERLY RIGHT OF WAY BOUNDARY OF FAULKNER LANE (48' RIGHT OF WAY); THENCE RUN NORTH 53 DEGREES 06 MINUTES 53 SECONDS WEST ALONG SAID NORTHERLY RIGHT OF WAY, A DISTANCE OF 170.83 FEET TO A POINT OF CURVE TO THE LEFT; THENCE RUN ALONG SAID RIGHT OF WAY CURVE HAVING A RADIUS OF 374.00 FEET, THROUGH A CENTRAL ANGLE OF 05 DEGREES 50 MINUTES 07 SECONDS, FOR AN ARC LENGTH OF 38.09 FEET (CHORD BEARS NORTH 56 DEGREES 01 MINUTE 56 SECONDS WEST A DISTANCE OF 38.07 FEET) TO THE POINT OF BEGINNING, CONTAINING 0.21 ACRE, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY BEING SUBJECT TO A 5 FOOT WIDE UTILITY EASEMENT ALONG THE SOUTHERLY BOUNDARY AS RECORDED IN SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.

CERTIFIED TO:
JOSH KASPER

LEGAL DESCRIPTION:

OPEN SPACE, SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.

SURVEYOR'S NOTES:

- BEARINGS REFERENCE TO THE EAST BOUNDARY (N00°15'42"W) OF LOT 14, BLOCK "M", SOUTHWOOD UNIT 16, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 14, PAGES 97-100 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.
- ALL DISTANCES ARE EXPRESSED IN U.S. SURVEY FEET AND DECIMAL PARTS THEREOF UNLESS OTHERWISE SHOWN.
- ONLY THOSE IMPROVEMENTS SHOWN HEREON IN SURVEY HAVE BEEN LOCATED.
- ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
- A CURRENT TITLE SEARCH OR ABSTRACT OF MATTERS AFFECTING TITLE TO THE SUBJECT PROPERTY HAS NOT BEEN PROVIDED EXCEPT AS SHOWN AND NOTED HEREIN, THIS MAP OF SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWINGS THAT MAY BE APPLICABLE TO THE SUBJECT PROPERTY, EASEMENTS, EXCEPT THOSE THAT WERE VISIBLE AT THE TIME OF SURVEY DATE & THOSE KNOWN BY THE SURVEYOR, RESTRICTIVE COVENANTS, SUBDIVISION RESTRICTIONS, ZONING AND OTHER LAND USE REGULATIONS AND OTHER MATTERS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.

SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS SURVEY MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF SURVEYORS AND MAPPERS IN CHAPTER 5J-17.051 FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

LINE TABLE		
LINE #	LENGTH	DIRECTION
L1(F)	24.02	S36° 44' 34"W
L1(C)	24.00	S36° 53' 07"W

CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	CHORD	CHORD BEARING
C1(F)	5°51'04"	374.00	38.19	38.18	N56°27'40"W
C1(P)	5°50'07"	374.00	38.09	38.07	N56°01'56"W

SCALE:	1"=30'	PROJECT NO:	20651
FIELD BOOK:	N/A	SURVEY DATE:	N/A
CAD NO.:	20651	ISSUE DATE:	12/5/20
DRAWN BY:	JND	REVISION:	
CHECKED BY:	SKO	REVISION:	

ODOM SURVEYING & MAPPING, LLC
LICENSED BUSINESS NO. 7391
181 FOX RUN CIRCLE
CRAWFORDVILLE, FL. 32327
PHONE: (850) 926-7068
EMAIL: ODOM6412@COMCAST.NET
WEBPAGE: ODOMSURVEYING.COM

ABBREVIATIONS

C/L = CENTERLINE
(C) = CALCULATED MEASUREMENT
(D) = DEED MEASUREMENT
(F) = FIELD MEASUREMENT
FND = FOUND NAIL & DISK
FCM = FOUND CONCRETE MONUMENT
FIRC = FOUND IRON ROD AND CAP
ID. = IDENTIFICATION
L: = ARC LENGTH
LB = LICENSE BUSINESS
N/F = OWNER NOW OR FORMERLY
No. = NUMBER
ORB = OFFICIAL RECORD BOOK
(P) = PLAT MEASUREMENT
PG. = PAGE
P.B. = PLAT BOOK
P.O.B. = POINT OF BEGINNING
P.I. = POINT OF INTERSECTION
P.R.M. = PERMANENT REFERENCE MONUMENT
P.T. = POINT OF TANGENCY
R: = RADIUS
R/W = RIGHT OF WAY

SYMBOLS

AC = AIR CONDITIONER
C = CLEANOUT
E = ELECTRIC TRANSFORMER
ER = ELECTRIC RISER
FH = FIRE HYDRANT
TP = TELEPHONE PEDESTAL
WM = WATER METER

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

Steven K. Odom
Professional Surveyor and Mapper
Certificate No. 6412

B.

A. U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT SETTLEMENT STATEMENT		B. TYPE OF LOAN:				
		1. <input type="checkbox"/> FHA 2. <input type="checkbox"/> FmHA 3. <input checked="" type="checkbox"/> CONV. UNINS. 4. <input type="checkbox"/> VA 5. <input type="checkbox"/> CONV. INS.				
		6. FILE NUMBER: 21-4022IR			7. LOAN NUMBER:	
		8. MORTGAGE INS CASE NUMBER:				
C. NOTE: <i>This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "[POC]" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.</i>						
1.0 3/98 (21-4022R.PFD/21-4022R/3)						
D. NAME AND ADDRESS OF BORROWER: Ball House and Cottages, LLC 3251 Hemingway Blvd Tallahassee, FL 32311		E. NAME AND ADDRESS OF SELLER: Capital Region Community Development District 3196 Merchants Row Blvd., Suite 130 Tallahassee, FL 32311		F. NAME AND ADDRESS OF LENDER:		
G. PROPERTY LOCATION:		H. SETTLEMENT AGENT: 45-1352162 Manausa, Shaw & Minacci, P.A.			I. SETTLEMENT DATE: February 2, 2021	
		PLACE OF SETTLEMENT 1701 Hermitage Boulevard, Suite 100 Tallahassee, FL 32308				
J. SUMMARY OF BORROWER'S TRANSACTION				K. SUMMARY OF SELLER'S TRANSACTION		
100. GROSS AMOUNT DUE FROM BORROWER:				400. GROSS AMOUNT DUE TO SELLER:		
101. Contract Sales Price		7,000.00		401. Contract Sales Price		7,000.00
102. Personal Property				402. Personal Property		
103. Settlement Charges to Borrower (Line 1400)		326.00		403.		
104.				404.		
105.				405.		
Adjustments For Items Paid By Seller in advance				Adjustments For Items Paid By Seller in advance		
106. City/Town Taxes to				406. City/Town Taxes to		
107. County Taxes to				407. County Taxes to		
108. Assessments to				408. Assessments to		
109.				409.		
110.				410.		
111.				411.		
112.				412.		
120. GROSS AMOUNT DUE FROM BORROWER		7,326.00		420. GROSS AMOUNT DUE TO SELLER		7,000.00
200. AMOUNTS PAID BY OR IN BEHALF OF BORROWER:				500. REDUCTIONS IN AMOUNT DUE TO SELLER:		
201. Deposit or earnest money				501. Excess Deposit (See Instructions)		
202. Principal Amount of New Loan(s)				502. Settlement Charges to Seller (Line 1400)		
203. Existing loan(s) taken subject to				503. Existing loan(s) taken subject to		
204.				504. Payoff First Mortgage		
205.				505. Payoff Second Mortgage		
206.				506.		
207.				507.		
208.				508.		
209.				509.		
Adjustments For Items Unpaid By Seller				Adjustments For Items Unpaid By Seller		
210. City/Town Taxes to				510. City/Town Taxes to		
211. County Taxes to				511. County Taxes to		
212. Assessments to				512. Assessments to		
213.				513.		
214.				514.		
215.				515.		
216.				516.		
217.				517.		
218.				518.		
219.				519.		
220. TOTAL PAID BY/FOR BORROWER				520. TOTAL REDUCTION AMOUNT DUE SELLER		
300. CASH AT SETTLEMENT FROM/TO BORROWER:				600. CASH AT SETTLEMENT TO/FROM SELLER:		
301. Gross Amount Due From Borrower (Line 120)		7,326.00		601. Gross Amount Due To Seller (Line 420)		7,000.00
302. Less Amount Paid By/For Borrower (Line 220)		()		602. Less Reductions Due Seller (Line 520)		()
303. CASH (X FROM) (TO) BORROWER		7,326.00		603. CASH (X TO) (FROM) SELLER		7,000.00

L. SETTLEMENT CHARGES										
700. TOTAL COMMISSION Based on Price						\$	@	%	PAID FROM BORROWERS FUNDS AT SETTLEMENT	PAID FROM SELLERS FUNDS AT SETTLEMENT
Division of Commission (line 700) as Follows:										
701. \$ to										
702. \$ to										
703. Commission Paid at Settlement										
704. to										
800. ITEMS PAYABLE IN CONNECTION WITH LOAN										
801. Loan Origination Fee						%	to			
802. Loan Discount						%	to			
803. Appraisal Fee							to			
804. Credit Report							to			
805. Lender's Inspection Fee							to			
806. Mortgage Ins.App.Fee							to			
807. Assumption Fee							to			
808.										
809.										
810.										
811.										
900. ITEMS REQUIRED BY LENDER TO BE PAID IN ADVANCE										
901. Interest From						to	@ \$	/day (days %)		
902. MIP Totl n.s. for Life Of Loan						for	months to			
903. Hazard Insurance Premium for						1.0 years to				
904.										
905.										
1000. RESERVES DEPOSITED WITH LENDER										
1001. Hazard Insurance						months	@ \$	per month		
1002. Mortgage Insurance						months	@ \$	per month		
1003. City/Town Taxes						months	@ \$	per month		
1004. County Taxes						months	@ \$	per month		
1005. Assessments						months	@ \$	per month		
1006.						months	@ \$	per month		
1007.						months	@ \$	per month		
1008.						months	@ \$	per month		
1100. TITLE CHARGES										
1101. Settlement or Closing Fee						to	Manausa, Shaw & Minacci, PA.		250.00	
1102. Abstract or Title Search						to	Investors Title Insurance Company			
1103. Title Examination						to				
1104. Title Insurance Binder						to				
1105. Document Preparation						to				
1106. Notary Fees						to				
1107. Attorney's Fees						to				
(includes above item numbers:)			
1108. Title Insurance						to	Investors Title Insurance Company			
(includes above item numbers:)			
1109. Lender's Coverage						\$				
1110. Owner's Coverage						\$				
1111.										
1112.										
1113.										
1200. GOVERNMENT RECORDING AND TRANSFER CHARGES										
1201. Recording Fees: Deed \$						27.00 ; Mortgage \$		Releases \$	27.00	
1202. City/County Tax/ Stamps: Deed								; Mortgage		
1203. State Tax/ Stamps: Deed							49.00 ; Mortgage		49.00	0.00
1204. Intangible Tax										
1205.										
1300. ADDITIONAL SETTLEMENT CHARGES										
1301. Survey						to				
1302. Pest Inspection						to				
1303.										
1304.										
1305.										
1400. TOTAL SETTLEMENT CHARGES (Enter on Lines 103, Section J and 502, Section K)									326.00	

Certified to be a true copy.

HUD-1, Page 3

Borrower (s): Ball House and Cottages, LLC
3251 Hemingway Blvd
Tallahassee, FL 32311

Seller (s): Capital Region Community Devel
3196 Merchants Row Blvd., Suite 130
Tallahassee, FL 32311

Settlement Agent: Manausa, Shaw & Minacci, P.A.
(850)597-7616

Place of Settlement: 1701 Hermitage Boulevard, Suite 100
Tallahassee, FL 32308

Settlement Date: February 2, 2021

Property Location:

I have carefully reviewed the HUD-1 Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the HUD-1 Settlement Statement

Ball House and Cottages, LLC

BY: Josh Kasper
Josh Kasper
Its: Manager

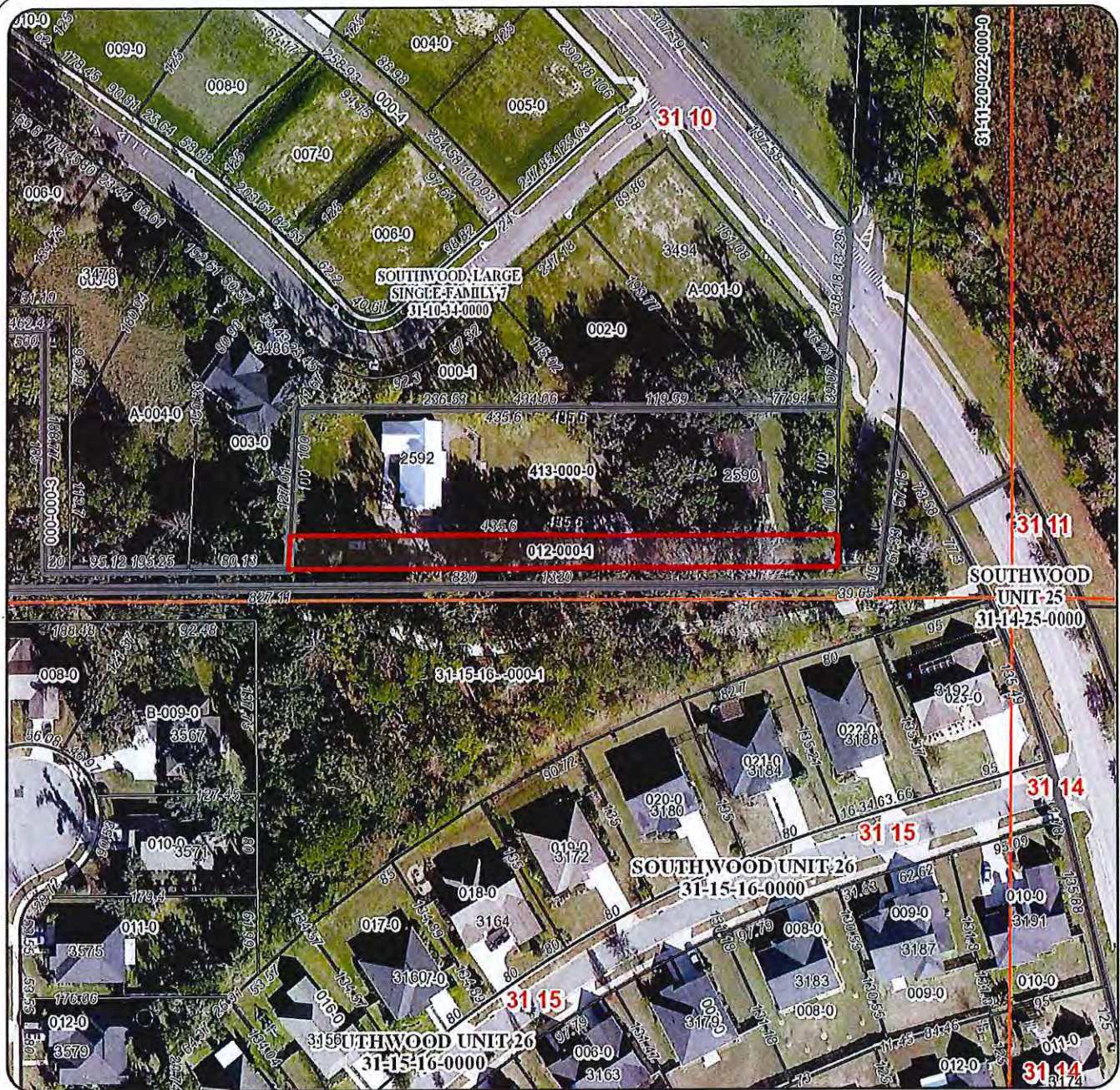
Capital Region Community Development District

BY: Kyle Rojas
Kyle Rojas
Its: Chairman

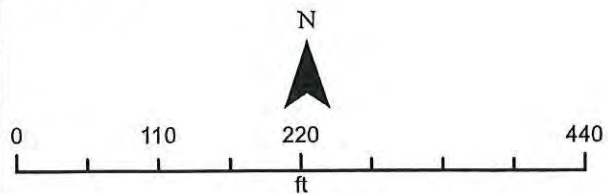
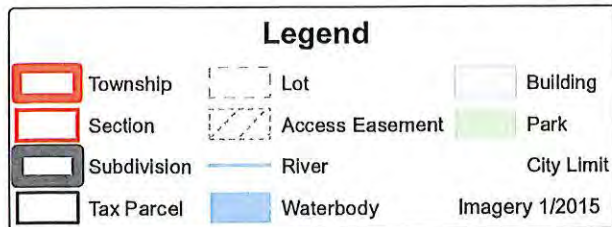
To the best of my knowledge, the HUD-1 Settlement Statement which I have prepared is a true and accurate account of the funds which were received and have been or will be disbursed by the undersigned as part of the settlement of this transaction.

Manausa, Shaw & Minacci, P.A.
Settlement Agent

NINTH ORDER OF BUSINESS



3110200120001



Akin Akinyemi, R.A.
Leon County Property Appraiser

315 S. Calhoun St, Third Floor
Tallahassee, FL 32301

Phone: (850) 606-6200
Fax: (850) 606-6201

Email: admin@leonpa.org
Website: leonpa.org

DISCLAIMER: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

Date Drawn: Jan 18, 2021

Parcel: 3110200120001
Owner: THE ST JOE COMPANY LLC

Property Use: 7600 - MORTUARIES, CEMETERIES
0 SOUTHWOOD PLANTATION RD

Leon County Property Appraiser

The Tax Roll is compiled by the Legal Descriptions as recorded in the Public Records of Leon County. Location addresses are not used in the preparation of the Tax Roll. They should not be used for title searches or preparation of legal documents.

Parcel Information

Parcel ID: 3110200120001
Owner(s): THE ST JOE COMPANY LLC

Tax District: 2 - COUNTY
Legal Desc: 10 1S 1E 1.64 A
IN S 1/3 OF SE 1/4 OF SE 1/4
OR 259/104 292/484
OR 1188/967 1253/1402
OR 1288/1883

ATTN: TAX DEPARTMENT
Mailing Addr: 130 RICHARD JACKSON BLVD STE 200
PANAMA CITY BEACH FL 32407

Google Map

Location: 0 SOUTHWOOD PLANTATION RD
Location (Street) Addresses are provided
by City Growth Management 850-891-7001
(option 4), and County DSEM 850-606-1300.

Parent Parcel: 3110200120000
Acreage: 1.640
Subdivision:
Property Use: 7600 - MORTUARIES, CEMETERIES
Bldg Count: 0

Certified Value Detail

Tax Year	Land Value	Improvement Value	Total Market Value	SOH Differential	Classified Use	Homestead
2020	\$1	\$0	\$1	\$0	\$0	2020 - No

Certified Taxable Values

Tax Year	Taxing Authority	Rate	Market	Assessed	Exempt	Taxable
2020	Leon County	8.31440	\$1	\$1	\$0	\$1
	Leon County - Emergency Medical Service	0.50000	\$1	\$1	\$0	\$1
	School - State Law	3.71500	\$1	\$1	\$0	\$1
	School - Local Board	2.24800	\$1	\$1	\$0	\$1
	NW FL Water Management	0.03110	\$1	\$1	\$0	\$1

Quick Links - (Note: Clicking links below will navigate away from our website.)

County Links

[Leon County Tax Collector](#)
[Permits Online \(City / County\)](#)
[Property Info Sheet](#)

County Map Links

[Land Information](#)
(Contains FEMA, Zoning, Fire Hydrant, etc.)
[Flood Zone \(FEMA\)](#)
[Zoning Map](#)
[Fire Hydrant Map](#)
[More TCGIS Maps](#)

Other Map Links

[Google Map](#)
[Map](#)

TENTH ORDER OF BUSINESS

A.

1.

Company ID Number: 1635518

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and the Capital Region Community Development District (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

Company ID Number: 1635518

4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon

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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

Company ID Number: 1635518

Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

Company ID Number: 1635518

- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

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case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

Company ID Number: 1635518

employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

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B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

Company ID Number: 1635518

Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

Company ID Number: 1635518

Approved by:

Employer Capital Region Community Development District	
Name (Please Type or Print) Darren De Santis	Title
Signature Electronically Signed	Date 01/28/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 01/28/2021

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Information Required for the E-Verify Program

Information relating to your Company:

Company Name	Capital Region Community Development District
Company Facility Address	475 West Town Place Saint Augustine, FL 32092
Company Alternate Address	
County or Parish	SAINT JOHNS
Employer Identification Number	650991879
North American Industry Classification Systems Code	925
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1

Company ID Number: 1635518

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FLORIDA	1 site(s)
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Company ID Number: 1635518

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Kelly Adams
Phone Number (865) 717 - 7700
Fax Number
Email Address kadams@gmstnn.com

Name Darren A De Santis
Phone Number (954) 721 - 8681 ext. 208
Fax Number
Email Address ddesantis@gmssf.com

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C.

1.

Monday 11/30/20	Tuesday 12/1/20	Wednesday 12/2/20	Thursday 12/3/20	Friday 12/4/20

Weather of the Week

Hi 73°F Lo 41°F	Hi 51°F Lo 30°F	Hi 60°F Lo 27°F	Hi 66°F Lo 33°F	Hi 70°F Lo 46°F

Full Maintenance

		Blair Stone Rd (Units 5,17)	Biltmore Ave (Units 16,2,25) Blair Stone Rd (Units 5,17) Four Oaks Blvd (Units 1,17,29)	
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Debris Cleanup

			Storm Clean Up	
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Hand Weeding

			Central Park:Butterfly Garden	
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Mulch

Four Oaks Blvd (Units 1,17,29) UNIT 25:Longfellow Park & Pocket Parks	Four Oaks Blvd (Units 1,17,29) UNIT 25:Longfellow Park & Pocket Parks	Four Oaks Blvd (Units 1,17,29)	Four Oaks Blvd (Units 1,17,29) UNIT 25:Longfellow Park & Pocket Parks	
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Pruning

rees - Remove sucker growth	Trees - Remove sucker growth		Trees - Remove sucker growth	
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Detail service

UNIT 10:Green Spaces (2)	UNIT 10:Green Spaces (2)		Biltmore Ave (Units 16,2,25) Four Oaks Blvd (Units 1,17,29) UNIT 10:Green Spaces (2)	
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Additional Contracted Work

Unit	Date	Description	Invoice Number
CP	12/8	Butterfly Garden Detail & Hand weeding May thru October	192541

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.



CRCDD Weekly Review

Monday 12/7/20	Tuesday 12/8/20	Wednesday 12/9/20	Thursday 12/10/20	Friday 12/11/20

Weather of the Week

Hi 63°F Lo 43°F	Hi 57°F Lo 34°F	Hi 68°F Lo 30°F	Hi 72°F Lo 35°F	Hi 69°F Lo 38°F

Full Maintenance

UNIT 10:Overlook Park UNIT 31:Magnolia Park (Rows, Parks & Pond)	UNIT 27:New Village UNIT 31:Magnolia Park (Rows, Parks & Pond)	UNIT 27:New Village		Central Park:FL131 Central Park:Tot Lot
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Debris Cleanup

Central Park				
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Hand Weeding

				Central Park:Butterfly Garden
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Mulch

LSF-7 LSF-7:Biltmore ROW UNIT 10:Overlook Park UNIT 37:Esplanade Nature Trail	UNIT 10:Overlook Park UNIT 27:New Village	UNIT 27:New Village UNIT 31	UNIT 1:Mulberry Park Blvd UNIT 2:Butterfly Parks UNIT 2:Tremont UNIT 25:Longfellow Park & Pocket Parks	Central Park:FL131 UNIT 36:Bluff Oak Way
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Pruning

Four Oaks Blvd (Units 1,17,29)	N/C Check Quickbooks for notes::Trees - Remove su	N/C Check Quickbooks for notes::Trees - Remove su	N/C Check Quickbooks for notes::Trees - Remove sucker growth	
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Detail service

		UNIT 14:Buffers UNIT 27:New Village		UNIT 14:Buffers
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IPM

Fertilizer: 0-0-62

	Four Oaks Blvd (Units 1,17,29)	Four Oaks Blvd (Units 1,17,29) Orange Ave	Hemingway Blvd & Trail (Units 2,4) UNIT 8	
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Post-Emergent: Product Used - Speedzone Southern

	Four Oaks Blvd (Units 1,17,29)	Four Oaks Blvd (Units 1,17,29) Orange Ave	Hemingway Blvd & Trail (Units 2,4) UNIT 8	
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Pre-Emergent: Product used - Prodiamine

	Four Oaks Blvd (Units 1,17,29)	Four Oaks Blvd (Units 1,17,29) Orange Ave	Hemingway Blvd & Trail (Units 2,4) UNIT 8	
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Non-Selective: Product used - Roundup QuikPro

	UNIT 31:Magnolia Park (Rows, Parks & Pond)	NON-UNIT:Goldenrod & FL162 UNIT 19:Twain Park UNIT 29:Coneflower Drive UNIT 30:Woodland Fields Park	UNIT 14:Avon Park UNIT 2:Carollton Park UNIT 2:Endicott Park UNIT 2:Newberry Parks UNIT 23:Parks, Ponds & Green Spaces UNIT 29:Coneflower Park	
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Irrigation

Irrigation Inspection

			Controller 25, Unit 27	Controller 5, Unit 3
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Irrigation Troubleshooting (In Contract)

Controller	Unit Number	Date	Description
15	Orange Ave	12/7	Wet Test
25	27	12/9, 12/10	Wet Test
5	3	12/11	Wet Test

Irrigation Repairs

Controller	Unit Number	Date	Description	Invoice Number
25	27	12/9	Valve Replace	192547
15	Orange Ave	12/7	Mainline Repair	192546
28	31	12/11	Valve Replace	192548

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.

Monday 12/14/20	Tuesday 12/15/20	Wednesday 12/16/20	Thursday 12/17/20	Friday 12/18/20

Weather of the Week

Hi 71°F Lo 51°F	Hi 65°F Lo 46°F	Hi 57°F Lo 49°F	Hi 51°F Lo 37°F	Hi 58°F Lo 28°F

Full Maintenance

UNIT 1:Iberville Park UNIT 23:Riverton Park (Four Oaks to Summertree) UNIT 7:Riverton (Grove Park to Four Oaks)	Hemingway Blvd & Trail (Units 2,4) UNIT 14:Green Space UNIT 35:Merchants Row Entry Feature UNIT 4:Grove Park Dr UNIT 5:Merchants Row UNIT 8:WD140		Biltmore Ave (Units 16,2,25) Esplanade Way (Unit 5) UNIT 23:Parks, Ponds & Green Spaces	UNIT 1:TC1 Pond (FL130) UNIT 16:Faulkner Park UNIT 23:Parks, Ponds & Green Spaces
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Hand Weeding

				Central Park:Butterfly Garden
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Mulch

UNIT 23:Riverton Park (Four Oaks to Summertree) UNIT 7:Riverton (Grove Park to Four Oaks)	UNIT 1:Iberville Park			
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Pruning

Four Oaks Blvd (Units 1,17,29)			UNIT 2:Carrollton Park	
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Detail service

			Central Park:Butterfly Garden	Central Park:Butterfly Garden Central Park:Memorial Walk (CP)
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IPM

Fertilizer: 0-0-62

	UNIT 1:Mulberry Park Blvd UNIT 5:Merchants Row			
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Post-Emergent: Product Used - Speedzone Southern

	UNIT 1:Mulberry Park Blvd UNIT 5:Merchants Row			
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Pre-Emergent: Product used - Prodiamine

	UNIT 1:Mulberry Park Blvd UNIT 23:Parks, Ponds & Green Spaces UNIT 5:Merchants Row			
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Non-Selective: Product used - Roundup QuikPro

	UNIT 1:TC1 Pond (FL130) UNIT 10:WD141 UNIT 10:WD160 UNIT 23:Parks, Ponds & Green Spaces			
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Irrigation

Irrigation Repairs

Controller	Unit Number	Date	Description	Invoice Number
2	5	12/15	Mainline Repair	192560

Additional Contracted Work

Unit	Date	Description	Invoice Number
	12/17	Removal of Fallen Oak at Mission Lake	192559
		Remove (1) large lightning struck Live Oak leader in New Dawn Park	192561

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.

Monday 12/21/20	Tuesday 12/22/20	Wednesday 12/23/20	Thursday 12/24/20	Friday 12/25/20
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Weather of the Week

Hi 64°F Lo 40°F	Hi 64°F Lo 40°F	Hi 64°F Lo 40°F	Hi 64°F Lo 40°F	Hi 64°F Lo 40°F
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Full Maintenance

	LSF-7 NON-UNIT:Goldenrod & FL162 UNIT 1:Verdura Point Park UNIT 25:Longfellow Park & Pocket Parks UNIT 26:Strolling Way Parks UNIT 29:Coneflower Park UNIT 29:Orange Ave (Mossy Creek to Four Oaks) UNIT 30:Woodland Fields Park UNIT 31:Magnolia Park (Rows, Parks & Pond) UNIT 31:Parks, Green Space, Rows, Lift Station Unit 32:Green Space Unit 32:Jasmine Hill Unit 32:Lantana Lane Unit 32:Overcup Way Unit 32:Park (off Mossy & Coneflower) UNIT 37:Esplanade Nature Trail UNIT 37:Green Space	Doggie Pot Stations NON-UNIT:Artemis Way Shumard Oaks Blvd West (Unit 35) UNIT 18:Cummings Park UNIT 19:Twain Park UNIT 2:Newberry Parks UNIT 35:Merchants Row West	CLOSED	CLOSED
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Mulch

	UNIT 1:Mulberry Park Blvd UNIT 1:Verdura Point Park	Central Park:Butterfly Garden Utility Boxes		
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Pruning

	ACW Check Quickbooks for notes:Tree Work	UNIT 21 & Arch Site UNIT 21 & Arch Site:Arch Site Exterior UNIT 23:Riverton Park (Four Oaks to Summertree)		
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Detail service

		UNIT 18:Cummings Park		
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IPM

Fertilizer: 0-0-62

Central Park:Park Crossing Trail Park	Central Park:Park Crossing Trail Park Orange Ave			
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Post-Emergent: Product Used - Speedzone Southern

Central Park:Park Crossing Trail Park	Central Park:Park Crossing Trail Park Orange Ave			
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Pre-Emergent: Product used - Dithiopyr 2L

Central Park:Park Crossing Trail Park	Central Park:Park Crossing Trail Park Orange Ave			
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Irrigation

Irrigation Inspection

	Controller 25, Unit 27 Controller 26, Unit 27			
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Irrigation Troubleshooting (In Contract)

Controller	Unit Number	Date	Description
25	27	12/22	Wet Test
26	27	12/22	Wet Test

Irrigation Repairs

Controller	Unit Number	Date	Description	Invoice Number
22	16	12/21	Mainline Repair	192619

Additional Contracted Work

Unit	Date	Description	Invoice Number
31	12/21	Orange Ave - Install (7) posts around valve boxes	192620
CP	12/11, 17, 18, 23	Butterfly Garden - Detail and Flower Install	192621

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.

Monday 1/4/21	Tuesday 1/5/21	Wednesday 1/6/21	Thursday 1/7/21	Friday 1/8/21

Weather of the Week

Hi 64°F Lo 40°F	Hi 64°F Lo 40°F	Hi 64°F Lo 40°F	Hi 64°F Lo 40°F	Hi 64°F Lo 40°F
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Full Maintenance

Biltmore Ave (Units 16,2,25) Central Park Central Park:Park Crossing Trail Park NON-UNIT:Schoolhouse Rd. & Biltmore Ext. UNIT 14:Avon Park UNIT 35:Merchants Row Entry Feature UNIT 5:Merchants Row UNIT 8:WD140	Four Oaks Blvd (Units 1,17,29) UNIT 1:TC1 Pond (FL130) UNIT 16:Faulkner Park	Mossy Creek Lane (Units 4,6,9) Shumard Oak Blvd (Units 3,5) UNIT 1:Mulberry Park Blvd UNIT 1:Verdura Point Park UNIT 14:Green Space UNIT 19:Twain Park UNIT 2:Butterfly Parks UNIT 2:Newberry Parks UNIT 2:Tremont UNIT 31:Parks, Green Space, Rows, Lift Station UNIT 4:Grove Park Dr UNIT 7:Grove Park Dr	UNIT 21 & Arch Site Unit 32:Lantana Lane	UNIT 37:Esplanade Nature Trail UNIT 37:Green Space
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Standard Maintenance

				Central Park
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Debris Cleanup

			Blair Stone Rd (Units 5,17) Central Park	Central Park
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Pruning

		:Trees - Remove sucker growth	Four Oaks Blvd (Units 1,17,29)	Four Oaks Blvd (Units 1,17,29)
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IPM

Irrigation

Irrigation Inspection

Controller 15, Orange Ave Controller 10 Unit29	Controller28, Unit31	Controller28 Unit31 Controller23 Unit17		
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Irrigation Troubleshooting (In Contract)

Controller	Unit Number	Date	Description
15	Orange Ave	1/4	Clean and stake valve boxes
10	29	1/4	Clean and stake valve boxes
28	31	1/5/2021, 1/6/2021	Clean and stake valve boxes
23	17	1/6	Clean and stake valve boxes

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.

Monday 1/11/21	Tuesday 1/12/21	Wednesday 1/13/21	Thursday 1/14/21	Friday 1/15/21
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Weather of the Week

Hi 47°F Lo 40°F	Hi 50°F Lo 37°F	Hi 44°F Lo 34°F	Hi 14°F Lo 42°F	Hi 62°F Lo 36°F
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Full Maintenance

UNIT 1:Verdura Point Park UNIT 2:Endicott Park UNIT 4:Terrebone Dr.		Esplanade Way (Unit 5) Grates - clearing/cleaning UNIT 23:WD235	UNIT 5:Drayton Drive Unit 1:Iberville Park	
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Debris Cleanup

UNIT 20:Esplanade North (Unit 20)				
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Hand Weeding

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Mulch

	UNIT 8:WD140	UNIT 1:WD240 UNIT 23:WD230	UNIT 23:Riverton Park (Four Oaks to Summertree) UNIT 23:WD235	
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Pruning

		N/C Check Quickbooks for notes.:Trees - Remove su	Mossy Creek Lane (Units 4,6,9)	
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Detail service

UNIT 10:WD141 UNIT 16:Salinger Drainage Easement (LF) UNIT 17:WD253 UNIT 20:Esplanade North (Unit 20) UNIT 3:SB111A	NON-UNIT:SB161 UNIT 10:Overlook Park UNIT 17:WD284 UNIT 18:WD281 UNIT 31:FL170 & Buffer	NON-UNIT:SB111B TR105 TR209 TR209A UNIT 1:Iberville Park UNIT 17:Shady View Pond (WD260)	UNIT 27:TR221A UNIT 27:TR221B Unit 1:Iberville Park	
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IPM

Fertilizer: 0-0-62

		Four Oaks Blvd (Units 1,17,29) UNIT 18:Cummings Park UNIT 29:Orange Ave (Mossy Creek to Four Oaks)		
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Post-Emergent: Product Used - Speedzone Southern

		UNIT 18:Cummings Park UNIT 29:Orange Ave (Mossy Creek to Four Oaks)	UNIT 1:Iberville Park	
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Pre-Emergent: Product used - Dithiopyr 2L

		Four Oaks Blvd (Units 1,17,29)		
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Non-Selective: Product used - Roundup QuikPro

			UNIT 1:Iberville Park	
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Irrigation

Irrigation Inspection

Unit 5, Controller#19	Unit 17, Controller#23	Controller# 6, Central Park Unit 5, Controller #1		
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Irrigation Troubleshooting (In Contract)

Controller	Unit Number	Date	Description
#19	5	1/11	Clean And Stake Valve Boxes
#23	17	1/12	Clean And Stake Valve Boxes
6	Central Park	1/13	Clean And Stake Valve Boxes
1	5	1/13	Clean And Stake Valve Boxes

Additional Contracted Work

Unit	Date	Description	Invoice Number
N/A	1/18	DogiPot Dispenser/Trash Replacements	192628

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.



CRCDD Weekly Review

Monday 1/18/21	Tuesday 1/19/21	Wednesday 1/20/21	Thursday 1/21/21	Friday 1/22/21
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Weather of the Week

Hi 59°F Lo 27°F	Hi 68°F Lo 36°F	Hi 71°F Lo 36°F	Hi 72°F Lo 48°F	Hi 66°F Lo 59°F
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Full Maintenance

Schoolhouse Rd (Units 3,4)		UNIT 5:TR216		
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Standard Maintenance

UNIT 17:Shady View Pond (WD260)				
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Debris Cleanup

Central Park	NON-UNIT:SB131	Central Park:FL120 Central Park:FL131 FL080 Grates - clearing/cleaning LSF-7:FL263 NON-UNIT:FL040 - Mossy Creek NON-UNIT:Goldenrod & FL162 NON-UNIT:SB131 UNIT 27:TR221A UNIT 27:TR221B UNIT 5:TR216	Central Park:FL131 Storm Clean Up	Grates - clearing/cleaning Storm Clean Up
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Hand Weeding

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Mulch

UNIT 17:Shady View Pond (WD260)	UNIT 23:Parks, Ponds & Green Spaces			
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Pruning

Central Park		Four Oaks Blvd (Units 1,17,29) Orange Ave		
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Detail service

NON-UNIT:FL040 - Mossy Creek NON-UNIT:TR230 TR105 TR209 TR209A	NON-UNIT:FL040 - Mossy Creek Central Park Park Crossing Trail Roadway Four Oaks Blvd.	NON-UNIT:FL040 - Mossy Creek	NON-UNIT:FL040 - Mossy Creek	
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IPM

Post-Emergent: Product Used - Dithiopyr

			UNIT 5:TR216	
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Non-Selective: Product used - Roundup QuikPro

			UNIT 5:TR216	
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Irrigation

Irrigation Inspection

Controller #7, Unit 23				
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Irrigation Troubleshooting (In Contract)

Controller	Unit Number	Date	Description
7	23	1/18	Clean & Stake valve Boxes

Additional Contracted Work

Unit	Date	Description	Invoice Number
SB111A	1/21	Fill Sink Hole @ SB111A	192642
4	1-21-21, 1-25-21	Removal of Black Willow FL131, Removal of Shore Line Trees FL040	192641
30		Remove one Leaning Pine @ Woodland Fields Park	192640
2		Removal of 1 Dead Pine @ Carrolton park	192639

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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.



CRCDD Weekly Review

Monday 1/25/21	Tuesday 1/26/21	Wednesday 1/27/21	Thursday 1/28/21	Friday 1/29/21
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Weather of the Week

Hi 73°F Lo 58°F	Hi 71°F Lo 64°F	Hi 72°F Lo 65°F	Hi 55°F Lo 42°F	Hi 58°F Lo 33°F
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Full Maintenance

				UNIT 10:Green Spaces (2) UNIT 10:New Dawn Park UNIT 10:Overlook Park UNIT 18:Cummings Park UNIT 19:Twain Park UNIT 30:Woodland Fields Park
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Standard Maintenance

	Central Park			
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Debris Cleanup

NON-UNIT:FL040 - Mossy Creek Shumard Oak Blvd (Units 3,5)		Grates - clearing/cleaning		Storm Clean Up
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Hand Weeding

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Mulch

NON-UNIT:FL040 - Mossy Creek Shumard Oak Blvd (Units 3,5) UNIT 5:TR216	NON-UNIT:FL040 - Mossy Creek			
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Pruning

UNIT 31:Spider Lily Park				
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Detail service

NON-UNIT:FL040 - Mossy Creek Shumard Oak Blvd (Units 3,5)	NON-UNIT:FL040 - Mossy Creek UNIT 10:WD141			
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Additional Contracted Work

Unit	Date	Description	Invoice Number
23	1/28	Remove Hanger Near Driveway	192700
	1/25 & 1/26	Storm Water Maintenance Facility Clean Up	192702
	1/28 & 1/29	Storm Clean Up Due To Tornado on 1/27/21	192703

Storm Clean-up/ Debris

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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, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.

2.

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

Memorandum

Date: December 31, 2020

To: Rich Whetsel via email
Operations Director

From: Robert Berlin
Capital Region Operations Manager

Re: Capital Region CDD
Monthly Managers Report for
December 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. Received 36" RCP relocation with additional supporting structures from Urban Catalyst which I approved, spoke with student from the FSU Film School on use of Central Park for possible shoot on Friday 4 December, received FEMA notification concerning close out of projects resulting from Hurricane Hermine (1 Dec)
2. Received revised sketch and legal for drainage easement (25') from Meridian Surveyors, also supplied same to District Counsel, received and approved Special Use Permit for FSU Film School for shoot in Central Park (2 Dec)

3. Irrigation controller relocated from Charter School building to Artemis Way in Unit 50 and wired for power, now awaiting final inspection and meter for same (3 Dec)
4. Received 30' drainage easement sketch and legal from Meridian Surveyors for MDR-11 as requested by District Counsel, received document on "remote mower" for possible use on Southwood ponds and lakeshore, (4 Dec)
5. All Pro working on irrigation repairs in Town Center, sw corner of Four Oaks and Merchants Row and mainline repair on Orange Ave., M-Inc continues installation of infrastructure in LSF-3, additional swing set for Tot Lot arrives (7 Dec)
6. Begin layout of Naumann office for monthly CDD meeting, address request for tree trimming in Unit 23 common area by future resident and their realtor, attended "webinar" as required by FDEM relating to application for disaster relief, notified Scout that swing set for Eagle Project had arrived on site (8 Dec)
7. All Pro replacing irrigation valve in Unit 27, received final draft of drainage easement to District in MDR-11, responded to District Supervisor concerns on utility expenditures for November, COT Utilities confirmed language concerning easement request in LSF-7 (9 Dec)
8. Set up retail space next door for monthly CDD meeting and attended same (10 Dec)
9. Broke down retail space used for CDD meeting, All Pro replacing irrigation valve in Unit 31 and begins hand weeding and replacement plantings in Central Park Butterfly Garden (11 Dec)
10. Worked with All Pro irrigation crew to repair major mainline break at the corner of Merchants Row and Four Oaks (14 Dec)
11. M-Inc continues installing infrastructure in LSF-3, received recorded drainage easement for MDR-11 from St. Joe (15 Dec)
12. Rain starting early AM and continuing through till 2PM all operations stopped, spoke with St. Joe on Unit LSF-3 landscape and irrigation plans, M-Inc continues work in LSF-3(16 Dec)
13. All Pro removing fallen tree from Unit 18 Mission Lakeshore and trimming low limbs in Unit 2 at Appleton/Carrollton common area, spoke with Randy Lane (COT) on trail extension on Tram Road, spoke with St. Joe concerning LSF-3 and LDR-5 Biltmore Extension (17 Dec)
14. All Pro replacing irrigation valve in Unit 27, continues work in Central Park Butterfly Garden, working with HOA on procurement procedures for roof and siding replacement(in townhome sections (18 Dec)

15. All Pro repairing irrigation in Unit 16, M-Inc continues infrastructure installation in LSF-3, working with FEMA and Florida PA on final inspection report concerning Hurricane Michael and last payment for administrative costs to the District (21 Dec)
16. M-Inc continues infrastructure installation in LSF-, met with M-Inc on irrigation sleeves at entry (Goldenrod) and stabilization of large swale, All Pro working on mainline re-routing at entry, confirmed tree removal with homeowner in Unit 10 (22 Dec)
17. All Pro concludes new planting and weeding in Central Park Butterfly Garden, received and responded to request for CDD acceptance of maintenance relating to LDR-5 Biltmore Extension, received easement document for 36"RCP crossing COT Transmission Line in Unit 35 (23 Dec)
18. Office Closed – Christmas / New Year (24 Dec)
19. Office Closed – Christmas / New Year (25 Dec)
20. Office Closed – Christmas / New Year (28 Dec)
21. Office Closed – Christmas / New Year (29 Dec)
22. Office Closed – Christmas / New Year (30 Dec)
23. Office Closed – Christmas / New Year (31 Dec)

Lake and SWMF Maintenance

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

COT Water Department repaired mainline break in Unit 10

Security/Accident Reports:

Special Events:

HOA Events canceled until 2021

Open Items:

LDR-5 open space maintenance

LSF-3 open space and SWMF maintenance

Eagle Scout Project at Tot Lot

Should you have any questions or comments regarding the above information, please feel free to contact Robert Berlin at (850) 727-5310 or Rich Whetsel at (904) 759-8923

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

Memorandum

Date: January 31, 2021

To: Rich Whetsel via email
Operations Director

From: Robert Berlin
Capital Region Operations Manager

Re: Capital Region CDD
Monthly Managers Report for
January 2021

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. All Pro cleaning and replacing PVC pipes around irrigation valve boxes starting on Orange Ave, spoke with COT Micro Mobility Group on pilot program for electric scooters in Southwood (4 Jan)
2. All Pro continues exposing valve boxes and replacing PVC post in Unit 31, received request for a project closeout to be filed for administrative costs relating to debris cleanup and disposal resulting from Hurricane Michael, all forms submitted to FDEM (5 Jan)
3. All Pro completes exposing valve boxes and replacing PVC post in Unit 31 and 17, M-Inc continues infrastructure installation in LSF-3, spoke with St. Joe on old

information signage removal and received location spreadsheet for same, received Final Closeout Letter for Hurricane Hermine from FEMA and this closes out all projects for this reimbursement application (6 Jan)

4. Responded to request from St. Joe engineer for letter from CDD accepting various areas of LDR-5 Biltmore Extension and working with District Counsel on same, scheduled Eagle Scout Project at Tot Lot for Feb 13-14 weekend (7 Jan)
5. M-Inc using excess fill from storm water facility construction to fill in low areas at back of lots adjacent to drainage swale in LSF-3 and also hauling excess offsite, (8 Jan)
6. Spoke with prospective homeowner on homes for sale in Southwood and associated CDD assessment fees, spoke with resident on CDD maintenance on Esplanade Way M-Inc continues infrastructure installation and SWMF excavation in LSF-3(11 Jan)
7. M-Inc continues hauling excess fill offsite from LSF-3, spoke with homeowner in Unit 23 about mulching under native trees in common area, setting up meeting with COT Micro Mobility for Zoom meeting on electric scooter program in Southwood(12 Jan)
8. All Pro continues cleaning and debris removal from SWMFs, exposing irrigation valve boxes in Blair Stone median, participated in conference call with COT on proposed electric scooter pilot program in Southwood (13 Jan)
9. Received information from City of Tallahassee Intergovernmental Coordinator on electric scooter pilot program for Southwood, met with Kim Bishop on irrigation and landscape plans for LSF-3, M-Inc hauling excess burden from SWMF in LSF-3 and filling in low areas behind lots (14 Jan)
10. Continual rain in AM ending early afternoon, all operations suspended (15 Jan)
11. Met with All Pro and homeowners in Unit 10 on possible curb construction in alleyway, spoke at length with FSU Film School personal on use of Central Park for two different film shoots in February and March (18 Jan)
12. All Pro spreading additional pine straw in Unit 23 common area adjacent to 4208 Summertree Dr, working with District Counsel on letter of acceptance to St. Joe concerning LDR-5 Biltmore Extension, spoke with COT Traffic Mobility on resident request for "one way" signage in Unit 17 alleyways (19 Jan)
13. Forwarded letter from Leon County Attorney's Office concerning golf course lot creation to staff for distribution and comment, spoke with Scout on scheduling of Eagle project at Tot Lot,(20 Jan)

14. M-Inc continues infrastructure installation in LSF-3 and hauling out overburden from storm water facility, spoke with homeowner on pressure washing sidewalk adjacent to common area (21 Jan)
15. Continuous rain in AM, all operations shut down, met with St. Joe on Maple Ridge landscaping and irrigation, set up CDD meeting site for February meeting, addressed homeowner's concern on pine straw in common area in Unit 23 (22 Jan)
16. Working on new account for Artemis Drive electrical service for irrigation controller and transfer of water supply account from Charter School to District, requested and received estimate for sand volleyball nets and forwarded to Supervisor Kelly for review (25 Jan)
17. Spoke with M. Clark on additions to irrigation plan for LSF-3 showing service, controller location and areas of coverage, instructed All Pro to remove cypress tree in Unit 17 common area, created and gave irrigation sleeve crossing plan to M-Inc for LSF-3 (26 Jan)
18. All Pro removing cypress knees from common area in Unit 17, light rain in AM tornado warnings at 11:45 all crews set home, M-Inc suspends work in LSF-3, provided COTGM with contact information concerning Catholic High (JP II) construction of volleyball courts, tree limb debris on east and south sides of Central Park from storm (27 Jan)
19. All Pro cleaning up after storm event, large amount of debris in Central Park, met with M-Inc in LSF-3 on additional sleeve crossings for irrigation and cleaning of SWMFs impacted by storm, spoke with COTGM about sediment clean up on Biltmore adjacent to Big House and spoke with contractor about same (28 Jan)
20. All Pro continues cleanup of tree debris in Central Park, M Inc installing water services and sleeve crossings in LSF-3, (29 Jan)

Lake and SWMF Maintenance

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

COT Streets and Sidewalk Maintenance test new "flex concrete" for sidewalk repairs

Security/Accident Reports:

Accident with fatalities at Tram Road and Merchants Row Blvd

Special Events:

FSU Film School set for two film shoots in February and March

Open Items:

LDR-5 open space maintenance

LSF-3 open space and SWMF maintenance

Eagle Scout Project at Tot Lot

Should you have any questions or comments regarding the above information, please feel free to contact Robert Berlin at (850) 727-5310 or Rich Whetsel at (904) 759-8923

3.

	DEC ACTUAL	DEC BUDGET	\$ VARIANCE	% VARIANCE	COMMENTS
34000 Management fees	\$ 10,500.00	\$ 10,500.00	\$ -	0.00%	GMS FY 2021 contracted services
34500 Security	\$ -	\$ 500.00	\$ 500.00	100.00%	None online this month
34010 Communications	\$ 500.00	\$ 500.00	\$ -	0.00%	Bulldog FY 2021 contracted services
46200 Landscape Maint. Contracted	\$ 81,977.92	\$ 81,977.92	\$ -	0.00%	All Pro FY 2021 contracted services
46225 Landscape Maint. New Units	\$ 784.64	\$ 625.00	\$ (159.64)	-25.54%	Artemis Way Unit 50
46500 Pond Maint. Contract	\$ -	\$ 291.67	\$ 291.67	100.00%	None online this month
46525 Pond Maint. New Units	\$ -	\$ 83.33	\$ 83.33	0.00%	None online this month
46550 Pond Repairs Current Units	\$ -	\$ 2,916.67	\$ 2,916.67	100.00%	None online this month
46575 Pond Repairs New Units	\$ -	\$ 125.00	\$ 125.00	0.00%	None online this month
46600 SWMF Operating Permit Fees	\$ 1,836.00	\$ 688.50	\$ (1,147.50)	-166.67%	COTGM Operating Permit Fee for SWMF
46400 Irrig. Maint. Contracted	\$ 4,252.50	\$ 4,252.50	\$ -	0.00%	All Pro FY 2021 contracted services
46425 Irrig. Maint. New Units	\$ 111.60	\$ 41.67	\$ (69.93)	-167.84%	Artemis Way Unit 50
46450 Irrig. Repairs Current Units	\$ 2,453.48	\$ 3,333.33	\$ 879.85	26.40%	Standard irrigation repairs
46475 Irrig. Repairs New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
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 2021
47000 Preserve Maintenance	\$ 2,977.70	\$ 3,333.33	\$ 355.63	10.67%	Mowing in conservation areas, Butterfly Garden maintenance
46485 Tot Lot Inspection/Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46490 Storm Event/Repair/Cleaning	\$ 2,800.00	\$ 2,916.67	\$ 116.67	4.00%	Tree removal and trimming from lightning strike in Unit 10
46495 Reuse Retrofit	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
46520 Alleyway Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46900 Miscellaneous Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
43000 Utilities	\$ 2,725.00	\$ 3,750.00	\$ 1,025.00	27.33%	Updated 2-2-21
49400 Special Events	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46650 Other - Contingency	\$ 1,345.00	\$ 250.00	\$ (1,095.00)	-438.00%	Survey for drainage easement in Unit 35
65000 Budget Stabilization	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
61000 Capital Expenditures	\$ 2,100.00	\$ 750.00	\$ (1,350.00)	-180.00%	New electric service for controller on Artemis Way
60000 Reserve for Capital - R&R	\$ -	\$ 7,434.08	\$ 7,434.08	100.00%	None online this month
46910 Common Area Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
TOTAL	\$ 114,363.84	\$ 126,457.17	\$ 12,093.33	9.56%	

	YTD ACTUAL	YTD BUDGET	\$ VARIANCE	% VARIANCE	COMMENTS
34000 Management fees	\$ 31,500.00	\$ 31,500.00	\$ -	0.00%	GMS FY 2021 contracted services
34500 Security	\$ 6,491.00	\$ 1,500.00	\$ (4,991.00)	-332.73%	None online this month
34010 Communications	\$ 1,500.00	\$ 1,500.00	\$ -	0.00%	Bulldog FY 2021 contracted services
46200 Landscape Maint. Contracted	\$ 245,933.76	\$ 245,933.76	\$ -	0.00%	All Pro FY 2021 contracted services
46225 Landscape Maint. New Units	\$ 2,326.92	\$ 1,875.00	\$ (451.92)	-24.10%	Artemis Way Unit 50
46500 Pond Maint. Contract	\$ -	\$ 875.00	\$ 875.00	100.00%	None online this month
46525 Pond Maint. New Units	\$ -	\$ 250.00	\$ 250.00	0.00%	None online this month
46550 Pond Repairs Current Units	\$ 5,706.00	\$ 8,750.00	\$ 3,044.00	34.79%	None online this month
46575 Pond Repairs New Units	\$ -	\$ 375.00	\$ 375.00	0.00%	None online this month
46600 SWMF Operating Permit Fees	\$ 2,754.00	\$ 2,065.50	\$ (688.50)	-33.33%	COTGM Operating Permit Fee for SWMF
46400 Irrig. Maint. Contracted	\$ 12,757.50	\$ 12,757.50	\$ -	0.00%	All Pro FY 2021 contracted services
46425 Irrig. Maint. New Units	\$ 334.80	\$ 125.00	\$ (209.80)	-167.84%	Artemis Way Unit 50
46450 Irrig. Repairs Current Units	\$ 9,219.66	\$ 10,000.00	\$ 780.34	7.80%	Standard irrigation repairs
46475 Irrig. Repairs New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
46465 Irrig System Upgrades	\$ 273.87	\$ 312.50	\$ 38.63	0.00%	None online this month
46480 Pump Station Maintenance	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
47000 Preserve Maintenance	\$ 12,412.20	\$ 10,000.00	\$ (2,412.20)	-24.12%	Mowing in conservation areas, Butterfly Garden maintenance
46485 Tot Lot Inspection/Maintenance	\$ -	\$ 1,250.00	\$ 1,250.00	100.00%	None online this month
46490 Storm Event/Repair/Cleaning	\$ 3,980.00	\$ 8,750.00	\$ 4,770.00	54.51%	Tree removal and trimming from lightning strike in Unit 10
46495 Reuse Retrofit	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
46520 Alleyway Maintenance	\$ -	\$ 1,250.00	\$ 1,250.00	100.00%	None online this month
46900 Miscellaneous Maintenance	\$ 952.25	\$ 1,250.00	\$ 297.75	23.82%	None online this month
43000 Utilities	\$ 12,067.00	\$ 11,250.00	\$ (817.00)	-7.26%	Updated 2-2-21
49400 Special Events	\$ -	\$ 1,250.00	\$ 1,250.00	100.00%	None online this month
46650 Other - Contingency	\$ 1,345.00	\$ 750.00	\$ (595.00)	-79.33%	Survey for drainage easement in Unit 35
65000 Budget Stabilization	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
61000 Capital Expenditures	\$ 2,100.00	\$ 2,250.00	\$ 150.00	6.67%	New electric service for controller on Artemis Way
60000 Reserve for Capital - R&R	\$ 4,694.33	\$ 22,302.25	\$ 17,607.92	78.95%	None online this month
46910 Common Area Maintenance	\$ 657.75	\$ 1,250.00	\$ 592.25	47.38%	None online this month
TOTAL	\$ 356,348.29	\$ 379,371.51	\$ 23,023.22	6.07%	

	<u>JAN ACTUAL</u>	<u>JAN BUDGET</u>	<u>\$ VARIANCE</u>	<u>% VARIANCE</u>	<u>COMMENTS</u>
34000 Management fees	\$ 10,500.00	\$ 10,500.00	\$ -	0.00%	GMS FY 2021 contracted services
34500 Security	\$ -	\$ 500.00	\$ 500.00	100.00%	None online this month
34010 Communications	\$ 500.00	\$ 500.00	\$ -	0.00%	Bulldog FY 2021 contracted services
46200 Landscape Maint. Contracted	\$ 81,977.92	\$ 81,977.92	\$ -	0.00%	All Pro FY 2021 contracted services
46225 Landscape Maint. New Units	\$ 784.64	\$ 625.00	\$ (159.64)	-25.54%	Artemis Way Unit 50
46500 Pond Maint. Contract	\$ 865.00	\$ 291.67	\$ (573.33)	-196.57%	Quarterly water quality samples of various SWMFs and lakes
46525 Pond Maint. New Units	\$ -	\$ 83.33	\$ 83.33	0.00%	None online this month
46550 Pond Repairs Current Units	\$ -	\$ 2,916.67	\$ 2,916.67	100.00%	None online this month
46575 Pond Repairs New Units	\$ -	\$ 125.00	\$ 125.00	0.00%	None online this month
46600 SWMF Operating Permit Fees	\$ 4,131.00	\$ 688.50	\$ (3,442.50)	-500.00%	COTGM Operating Permit Fee for SWMF
46400 Irrig. Maint. Contracted	\$ 4,252.50	\$ 4,252.50	\$ -	0.00%	All Pro FY 2021 contracted services
46425 Irrig. Maint. New Units	\$ 111.60	\$ 41.67	\$ (69.93)	-167.84%	Artemis Way Unit 50
46450 Irrig. Repairs Current Units	\$ -	\$ 3,333.33	\$ 3,333.33	100.00%	None online this month
46475 Irrig. Repairs New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
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 2021
47000 Preserve Maintenance	\$ -	\$ 3,333.33	\$ 3,333.33	100.00%	None online this month
46485 Tot Lot Inspection/Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46490 Tree Removal/Trimming/Storm Cleanup	\$ 1,222.65	\$ 2,916.67	\$ 1,694.02	58.08%	Tree trimming for weight reduction and mitigation 3719 Overlook Drive
46495 Reuse Retrofit	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
46520 Alleyway Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46900 Miscellaneous Maintenance	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
43000 Utilities	\$ -	\$ 3,750.00	\$ 3,750.00	100.00%	
49400 Special Events	\$ -	\$ 416.67	\$ 416.67	100.00%	None online this month
46650 Other - Contingency	\$ -	\$ 250.00	\$ 250.00	100.00%	None online this month
65000 Budget Stabilization	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
61000 Capital Expenditures	\$ 446.00	\$ 750.00	\$ 304.00	40.53%	New Dogi Pot recepticals
60000 Reserve for Capital - R&R	\$ -	\$ 7,434.08	\$ 7,434.08	100.00%	None online this month
46910 Common Area Maintenance	\$ 737.25	\$ 416.67	\$ (320.58)	-76.94%	Pressure wash common area sidewalks on Mossy Creek and Coneflower
TOTAL	\$ 105,528.56	\$ 126,457.17	\$ 20,928.61	16.55%	

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>\$ VARIANCE</u>	<u>% VARIANCE</u>	<u>COMMENTS</u>
34000 Management fees	\$ 42,000.00	\$ 42,000.00	\$ -	0.00%	GMS FY 2021 contracted services
34500 Security	\$ 6,491.00	\$ 2,000.00	\$ (4,491.00)	-224.55%	None online this month
34010 Communications	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%	Bulldog FY 2021 contracted services
46200 Landscape Maint. Contracted	\$ 327,911.68	\$ 327,911.68	\$ -	0.00%	All Pro FY 2021 contracted services
46225 Landscape Maint. New Units	\$ 3,111.56	\$ 2,500.00	\$ (611.56)	-24.46%	Artemis Way Unit 50
46500 Pond Maint. Contract	\$ 865.00	\$ 1,166.67	\$ 301.67	25.86%	None online this month
46525 Pond Maint. New Units	\$ -	\$ 333.33	\$ 333.33	0.00%	None online this month
46550 Pond Repairs Current Units	\$ 5,706.00	\$ 11,666.67	\$ 5,960.67	51.09%	None online this month
46575 Pond Repairs New Units	\$ -	\$ 500.00	\$ 500.00	0.00%	None online this month
46600 SWMF Operating Permit Fees	\$ 6,885.00	\$ 2,754.00	\$ (4,131.00)	-150.00%	COTGM Operating Permit Fee for SWMF
46400 Irrig. Maint. Contracted	\$ 17,010.00	\$ 17,010.00	\$ -	0.00%	All Pro FY 2021 contracted services
46425 Irrig. Maint. New Units	\$ 446.40	\$ 166.67	\$ (279.73)	-167.84%	Artemis Way Unit 50
46450 Irrig. Repairs Current Units	\$ 9,219.66	\$ 13,333.33	\$ 4,113.67	30.85%	None online this month
46475 Irrig. Repairs New Units	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
46465 Irrig System Upgrades	\$ 273.87	\$ 416.67	\$ 142.80	0.00%	None online this month
46480 Pump Station Maintenance	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
47000 Preserve Maintenance	\$ 12,412.20	\$ 13,333.33	\$ 921.13	6.91%	None online this month
46485 Tot Lot Inspection/Maintenance	\$ -	\$ 1,666.67	\$ 1,666.67	100.00%	None online this month
46490 Tree Removal/Trimming/Storm Cleanup	\$ 5,202.65	\$ 11,666.67	\$ 6,464.02	55.41%	Tree trimming for weight reduction and mitigation 3719 Overlook Drive
46495 Reuse Retrofit	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
46520 Alleyway Maintenance	\$ -	\$ 1,666.67	\$ 1,666.67	100.00%	None online this month
46900 Miscellaneous Maintenance	\$ 952.25	\$ 1,666.67	\$ 714.42	42.87%	None online this month
43000 Utilities	\$ 12,067.00	\$ 15,000.00	\$ 2,933.00	19.55%	
49400 Special Events	\$ -	\$ 1,666.67	\$ 1,666.67	100.00%	None online this month
46650 Other - Contingency	\$ 1,345.00	\$ 1,000.00	\$ (345.00)	-34.50%	None online this month
65000 Budget Stabilization	\$ -	\$ -	\$ -	0.00%	Not included in budget for FY 2021
61000 Capital Expenditures	\$ 2,546.00	\$ 3,000.00	\$ 454.00	15.13%	New Dogi Pot recepticals
60000 Reserve for Capital - R&R	\$ 4,694.33	\$ 29,736.33	\$ 25,042.00	84.21%	None online this month
46910 Common Area Maintenance	\$ 1,395.00	\$ 1,666.67	\$ 271.67	16.30%	Pressure wash common area sidewalks on Mossy Creek and Coneflower
TOTAL	\$ 461,139.60	\$ 505,828.68	\$ 44,689.08	8.83%	