***CAPITAL REGION***

*Community Development District June 10, 2021*

# *AGENDA*

## Capital Region Community Development District

475 West Town Place

Suite 114 St. Augustine, Florida 32092

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

June 3, 2021

Board of Supervisors

Capital Region Community Development District Dear Board Members:

The Capital Region Community Development District Meeting is scheduled for **Thursday, June 10, 2021 at 6:30 p.m.** at the **SouthWood Community Center, 4675 Grove Park Drive, Tallahassee, Florida 32311.**

Following is the advance agenda for the meeting:

1. Roll Call
2. The Pledge of Allegiance
3. Audience Comments *(regarding agenda items listed below)*
4. Approval of Consent Agenda
   1. Approval of the Minutes of the April 8, 2021 Meeting
   2. Balance Sheet as of April 30, 2021 and Statement of Revenues & Expenditures for the Period Ending April 30, 2021
   3. Allocation of Assessment Receipts
   4. Check Register
5. Consideration of Resolution 2021-05, Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date to Adopt
6. Updates Regarding Recreational Improvements:
   1. Volleyball Court
   2. Dog Park
7. Consideration of Agreement with Leon County Tax Collector
8. Ratification of Gate Petro Access Agreement
9. Request for Waiver of O&M Assessments for HOA Owned Administrative Offices
10. Staff Reports
    1. Attorney
    2. Dantin Consulting
    3. Property Management
       1. All Pro Reports
       2. Operations Memorandum
       3. Variance Report
    4. Manager – Report on the Number of Registered Voters 3,937
11. Supervisors Requests
12. Audience Comments
13. Next Scheduled Meeting – August 12, 2021 @ 6:30 p.m.
14. 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:**

1. Roadways – *Chairman Rojas*
2. Landscaping Conservation Areas –*Chairman Rojas*
3. Parks and Recreation/Bike Paths/Trail System – *Supervisor Kelley*
4. Budget / Bond Refinancing – *Supervisor deNagy*
5. HOA Coordination – *Vice Chair Johnston*
6. City/County Coordination – *Supervisor Wiggins*
7. Community Liaison – *Supervisor Kelley*

# *FOURTH ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING

CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Capital Region Community Development District was held Thursday, April 8, 2021 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

Corbin deNagy Supervisor

Andrew Wiggins Supervisor Also present were:

James Oliver District Manager

Joe Brown District Counsel

Robert Berlin Operations Manager - GMS

Keith Dantin Engineering Consultant (by telephone)

The following is a summary of the actions taken at the April 8, 2021 meeting. An audio 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 The Pledge of Allegiance**

**THIRD ORDER OF BUSINESS Audience Comments**

There being none, the next item followed.

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

1. **Approval of the Minutes of the March 11, 2021 Meeting**
2. **Balance Sheet as of February 28, 2021 and Statement of Revenues & Expenditures for the Period Ending February 28, 2021**
3. **Allocation of Assessments**
4. **Check Register**

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

**FIFTH ORDER OF BUSINESS Consideration of Resolution 2021-04**

**Ratifying Actions Related to Issue of Series 2021 Bonds**

Mr. Brown stated after a bond closing to provide some extra coverage for all the actions taken by staff and the board, we prepare a resolution that will ratify and approve those actions.

On MOTION by Mr. Wiggins seconded by Ms. Johnston with all in favor Resolution 2021-04 was approved.

**SIXTH ORDER OF BUSINESS Update Regarding Request for Relief Related**

**to PUD Amendment**

Mr. Dantin stated they are having an administrative hearing tomorrow at 9:30 and they will have a certain amount of time for the administrative judge to make his recommendation and from there it goes back to the commission for them to make a ruling.

**SEVENTH ORDER OF BUSINESS Request for Installation of Crosswalk**

**(Longfellow & Grove Park)**

Mr. Berlin stated at the last meeting Supervisor deNagy brought up a crosswalk at Longfellow and Grove Park, which is on the eastern end of the community center. There is a crosswalk on the island at that end but there is not one that lines up with it on the Grove Park side at Longfellow. I had the city come out and look at it to see if it was plausible to allow a crosswalk there and they agreed that we could put one there. They would enter into a gentleman’s agreement with the district to allow us to get a contractor to put it in on that side and update the line on the other side to make it compliant, they would stripe it and sign it. They would pay for that and we would pay for concrete.

It was the consensus of the board for staff to get a quote for the work and bring that back to the next meeting.

**EIGHTH ORDER OF BUSINESS Updates Regarding Recreational**

**improvements:**

1. **Swing (Eagle Scout Project)**

Mr. Berlin stated the swings are done and that can come off the agenda.

1. **Volleyball Court**

Mr. Berlin stated the nets are going to be shipped this week.

Ms. Burns stated I’m representing HOA tonight and at our meeting last month the volleyball court and parking were mentioned. That parking lot does belong to the HOA, there are concerns about the additional usage with the volleyball court.

Mr. Berlin stated next year you are going to put in a whole new water feature and the people are going to swarm there and instead of just figuring the volleyball court went ahead and caused all the parking problems, let Dantin and I figure out a way to get more parking and you are going to have to utilize some of this space. You have to give up some grass area. If people came in their golf carts you wouldn’t have that problem. The parking lot is packed even when the pool is not open.

1. **Dog Park**

Mr. Berlin stated the last we talked about the dog park the city had given its okay at Park Crossing Trail. I approached them about another site on the backside of the community garden and they gave their blessing for that too. You have two sites to choose from.

It was the consensus of the board to put the dog park at Town Center, construct a four- foot chain link fence and possibly some hedges in the front. Proposals will be brought to the next meeting for consideration.

**NINTH ORDER OF BUSINESS Consideration of Access and Maintenance**

**Easement Agreement for Classical School Signage on District Property**

Mr. Brown stated the Classical School applied for a variance from the city to put up entrance signage. They want to put it on the strip of CDD common space between Classical School property and the road their entrance driveway connects to. The signage would be back off the road if they put it on their own property. The easement would allow them to maintain

that entrance signage in the district’s property. Once they stake out where they want the sign the surveyor draws a box and legal description around it and that will be their easement. They won’t be able to put it just anywhere and it will be limited to that box.

On MOTION by Ms. Johnston seconded by Mr. deNagy with all in favor the access and maintenance easement agreement for Classical School signage on district property was approved.

**TENTH ORDER OF BUSINESS Board Guidance Regarding Preparation of**

**Fiscal Year 2022 Proposed Budget**

Mr. Oliver stated we are going to start the FY 22 budget process at our next meeting. Typically, we approve a proposed budget then refine it over next couple of months and have your budget hearing in conjunction with your August meeting. We will bring you a budget that will be on the high side and through board discussion with staff we can pare that down some and make a decision whether or not that would cause assessments to increase.

One thing we want to focus on this year is the capital reserve fund for repairs and replacement.The fund has a current balance of $46,000. For FY21, the recommended contribution for capital reserves was $95,000, according to the Captial Resere Study prepared by Reserve Advisors in 2018. The Distict budgeted a contribution of $89,000. The consultant’s recommended contribution for FY 22 is $135,000. We will also review service contracts to see if they have a built-in price escalation or increases for FY22.

**ELEVENTH ORDER OF BUSINESS Staff Reports**

1. **Attorney**

There being none, the next item followed.

1. **Dantin Consulting**

There being none, the next item followed.

1. **Property Management Report**
   1. **All Pro Reports**

A copy of the All Pro reports was included in the agenda package.

* 1. **Operations Memorandum**

A copy of the operations memorandum was included in the agenda package.

* 1. **Variance Report**

A copy of the variance report was included in the agenda package.

**E. Manager**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS Supervisor’s Requests**

Ms. Johnston stated Susan did call me about the volleyball court and concerns over parking. I acknowledge that parking can be challenging there. I don’t know what our options are moving forward but Susan, as the HOA liaison I commit to you moving forward that when we have discussions that may affect them, I will come to you so I can make sure I represent HOA concerns.

Ms. Burns stated we are going to have a lot more houses and a lot more people and the more amenities we have whether it is us or you we need to look forward and work together to get things solved.

Mr. Rojas stated as a reminder, don’t reply to all on emails.

**THIRTEENTH ORDER OF BUSINESS Audience Comments**

Mr. Luis Rojas stated I try to read the agenda before I come to the meeting and it wasn’t online at 3 p.m. today. It is online now and Florida Statutes says it should be on there seven- days before the meeting. The only thing you had at 3:00 p.m. was the minutes from the February meeting. Every other time it is usually on there but this time it didn’t happen.

**FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – June 10, 2021 at**

**6:30 p.m.**

Mr. Rojas stated the next meeting is June 10, 2021 at 6:30 at the Southwood Information and Sales Center.

The meeting adjourned at 7:14 p.m.

Secretary/Assistant Secretary Chairman/Vice Chairman

# *B.*

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| **Capital Region** |
| **Community Development District** |
| **Unaudited Financial Statements** |
| **April 30, 2021** |

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| **Meeting Date** |
| **June 10, 2021** |

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| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **BALANCE SHEET** |
| **April 30, 2021** |

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| $430,713 |
| $971,767 |

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| $430,713 |
| $971,767 |

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| $651,198 |
| $995,074 |
| $7,453 |

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| $651,198 |
| $995,074 |
| $7,453 |

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| $135,807 |
| $264,341 |
| $5,918 |

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| $135,807 |
| $264,341 |
| $5,918 |

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| $31,054 |
| $0 |
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| $6,219 |

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| $31,054 |
| $0 |
| $6,219 |

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| --- | --- | --- | --- | --- |
| $991,548 | --- | --- | --- | $991,548 |
| --- | $37 | --- | --- | $37 |

**General**

|  |
| --- |
| **Total** |
| **Governmental** |
| **Funds** |

|  |
| --- |
| **Debt Capital Project** |
| **Service Fund** |

|  |
| --- |
| **Non-Major** |
| **Fund** |

**ASSETS:**

|  |
| --- |
| Due From General Fund - SRS 2013 |
| Due From General Fund - SRS 2018A1 |
| Due From General Fund - SRS 2021 |

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| --- |
| $26,703 |
| $9,417 |
| $11,276 |

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| --- |
| $26,703 |
| $9,417 |
| $11,276 |

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| INVESTMENTS: |
| State Board |
| ***Series 2011A1*** |
| Revenue A1 |
| ***Series 2013*** |
| Reserve |
| Revenue |
| ***Series 2018A1*** |
| Reserve |
| Revenue |
| Prepayment |
| ***Series 2018A2*** |
| Reserve |
| Revenue |
| Prepayment |
| ***Series 2021*** |
| Interest |
| Revenue |
| Cost Of Issuance |

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| --- |
| CASH |
| Capital Reserve |

|  |
| --- |
| $300,583 |
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| --- |
| $32,975 |

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| --- |
| $300,583 |
| $32,975 |

**TOTAL ASSETS** $1,292,130 $3,540,759 $6,219 $32,975 $4,872,083

**LIABILITIES:**

|  |
| --- |
| Accounts Payable |
| Due to Debt Service - SRS 2013 |
| Due to Debt Service - SRS 2018A1 |
| Due to Debt Service - SRS 2021 |
| Due to Other |

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| --- |
| $20,635 |
| $26,703 |
| $9,417 |
| $11,276 |
| $37,523 |

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| $20,635 |
| $26,703 |
| $9,417 |
| $11,276 |
| $37,523 |

**TOTAL LIABILITIES** $105,554 $0 $0 $0 $105,554

**FUND BALANCES:**

|  |
| --- |
| UNASSIGNED FOR GENERAL FUND |
| ASSIGNED FOR CAPITAL PROJECTS |
| RESTRICTED FOR DEBT SERVICE |
| RESTRICTED FOR CAPITAL PROJECT |

|  |
| --- |
| $1,186,576 |
| --- |
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| --- |
| --- |
| --- |
| $3,540,759 |
| --- |

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| --- |
| --- |
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| --- |
| $6,219 |

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| --- |
| $32,975 |
| --- |
| --- |

|  |
| --- |
| $1,186,576 |
| $32,975 |
| $3,540,759 |
| $6,219 |

**LIABILITIES & FUND BALANCE** $1,292,130 $3,540,759 $6,219 $32,975 $4,872,083

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| **ADOPTED** |
| **BUDGET** |

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| **PRORATED BUDGET** |
| **THRU 04/30/21** |

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| **ACTUAL** |
| **THRU 04/30/21** |

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| --- |
| **REVENUES:** |
| Special Assessment-On Roll |
| Special Assessment-Direct - St Joe |
| Interest Income/Miscellaneous |
| ***TOTAL REVENUES*** |

|  |
| --- |
| $1,236,552 |
| $391,936 |
| $9,400 |
| **$1,637,888** |

|  |
| --- |
| $1,236,552 |
| $265,856 |
| $5,483 |
| **$1,507,891** |

|  |
| --- |
| $1,225,774 |
| $265,856 |
| $2,400 |
| **$1,494,030** |

|  |
| --- |
| ($10,778) |
| $0 |
| ($3,083) |
| **($13,861)** |

**EXPENDITURES:**

|  |
| --- |
| ***ADMINISTRATIVE:*** |
| Supervisors Fees |
| FICA Expense |
| Engineering |
| Arbitrage |
| Dissemination |
| Attorney |
| Annual Audit |
| Annual Report |
| Trustee Fees |
| Assessment Roll Services |
| Management Fees |
| Information Technology |
| Records Storage |
| Travel & Per Diem |
| Telephone |
| Postage |
| Printing & Binding |
| Insurance |
| Legal Advertising |
| Other Current Charges |
| Office Supplies |
| Dues, Licenses, Subscriptions |
| Capital Outlay |
| ***TOTAL ADIMINISTRATIVE*** |

|  |
| --- |
| $6,000 |
| $459 |
| $30,000 |
| $1,800 |
| $7,300 |
| $57,000 |
| $4,550 |
| $500 |
| $15,520 |
| $11,500 |
| $48,620 |
| $2,800 |
| $150 |
| $1,500 |
| $300 |
| $1,000 |
| $2,000 |
| $18,412 |
| $3,500 |
| $1,600 |
| $200 |
| $3,175 |
| $250 |
| **$218,135** |

|  |  |  |
| --- | --- | --- |
| $4,800 |  | $4,800 |
| $367 |  | $367 |
| $17,500 |  | $8,060 |
| $600 |  | $600 |
| $4,258 |  | $4,258 |
| $33,250 |  | $41,188 |
| $0 |  | $0 |
| $0 |  | $0 |
| $15,520 |  | $15,516 |
| $11,500 |  | $11,500 |
| $28,362 |  | $28,362 |
| $1,633 |  | $1,633 |
| $88 |  | $0 |
| $875 |  | $0 |
| $175 |  | $343 |
| $583 |  | $450 |
| $1,167 |  | $1,020 |
| $18,412 |  | $17,936 |
| $2,042 |  | $692 |
| $933 |  | $806 |
| $117 |  | $64 |
| $1,852 |  | $175 |
| $146 |  | $0 |
| **$144,179** |  | **$137,769** |

|  |
| --- |
| $0 |
| $0 |
| $9,440 |
| $0 |
| $0 |
| ($7,938) |
| $0 |
| $0 |
| $4 |
| $0 |
| $0 |
| $0 |
| $88 |
| $875 |
| ($168) |
| $134 |
| $147 |
| $476 |
| $1,349 |
| $128 |
| $53 |
| $1,677 |
| $146 |
| **$6,410** |

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| --- |
| ***FIELD:*** |
| Management Fees |
| Security |
| Communications |
| Utilities |
| Landscape Maintenance - Contract |
| Landscape Maintenance - New Units/Street Trees |
| Pond Maintenance - Contract |
| Pond Maintenance - New Units |
| Pond Repairs - Current Units |
| Pond Repairs - New Units |

|  |
| --- |
| $126,000 |
| $6,000 |
| $6,000 |
| $45,000 |
| $983,735 |
| $7,500 |
| $3,500 |
| $1,000 |
| $35,000 |
| $1,500 |

|  |
| --- |
| $73,500 |
| $3,500 |
| $3,500 |
| $26,250 |
| $573,845 |
| $4,375 |
| $2,042 |
| $583 |
| $20,417 |
| $875 |

|  |
| --- |
| $73,500 |
| $6,466 |
| $3,500 |
| $23,023 |
| $573,845 |
| $5,465 |
| $865 |
| $0 |
| $12,636 |
| $0 |

|  |
| --- |
| $0 |
| ($2,966) |
| $0 |
| $3,227 |
| ($0) |
| ($1,090) |
| $1,177 |
| $583 |
| $7,781 |
| $875 |

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| --- |
| **ADOPTED** |
| **BUDGET** |

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| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

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| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

**EXPENDITURES:**

***FIELD: (continued)***

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| --- |
| SWMF Operating Permit Fees |
| Irrigation Maintenance - Contract |
| Irrigation Maintenance - New Units |
| Irrigation Repairs - Current Units |
| Irrigation Systems Upgrades |
| Preserve Maintenance |
| Tot Lot Inspection/Maintenance |
| Tree Removal/Trimming/Cleanup |
| Alleyway Maintenance |
| Miscellaneous Maintenance |
| Special Events |
| Other-Contingency |
| Capital Expenditures |
| Reserve for Capital - R&R |
| Common Area Maintenance |
| ***TOTAL FIELD*** |

|  |
| --- |
| $8,262 |
| $51,030 |
| $500 |
| $40,000 |
| $1,250 |
| $40,000 |
| $5,000 |
| $35,000 |
| $5,000 |
| $5,000 |
| $5,000 |
| $3,000 |
| $9,000 |
| $89,209 |
| $5,000 |
| **$1,517,486** |

|  |
| --- |
| $4,820 |
| $29,768 |
| $292 |
| $23,333 |
| $729 |
| $23,333 |
| $2,917 |
| $20,417 |
| $2,917 |
| $2,917 |
| $2,917 |
| $1,750 |
| $5,250 |
| $0 |
| $2,917 |
| **$833,162** |

|  |
| --- |
| $6,426 |
| $29,768 |
| $781 |
| $22,298 |
| $874 |
| $25,047 |
| $6,063 |
| $11,391 |
| $2,399 |
| $1,238 |
| $0 |
| $1,370 |
| $0 |
| $0 |
| $6,259 |
| **$813,213** |

|  |
| --- |
| ($1,607) |
| $0 |
| ($490) |
| $1,035 |
| ($145) |
| ($1,714) |
| ($3,146) |
| $9,026 |
| $518 |
| $1,679 |
| $2,917 |
| $380 |
| $5,250 |
| $0 |
| ($3,342) |
| **$19,949** |

***TOTAL EXPENDITURES*  $1,735,622 $977,341 $950,982 $26,359**

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| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

**($97,734) $530,550 $543,048 $12,498**

***NET CHANGE IN FUND BALANCE* ($97,734) $530,550 $543,048 $12,498**

FUND BALANCE - Beginning $97,734 $643,528

FUND BALANCE - Ending ($0) $1,186,576

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| ***REVENUES:*** |  |  |  |  |  |  |  |  |
| Special Assessment-On Roll | $1,236,552 | $0 | $134,736 | $760,038 | $278,836 | $19,481 | $16,343 | $16,339 |
| Special Assessment-Direct - St Joe | $391,936 | $65,323 | $32,661 | $32,913 | $32,661 | $35,532 | $13,100 | $53,666 |
| Interest Income/Miscellaneous | $9,400 | $1,893 | $63 | $44 | $76 | $114 | $112 | $99 |
| Carry Forward Surplus | $97,734 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |

|  |
| --- |
| $1,225,774 |
| $265,856 |
| $2,400 |
| $0 |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL REVENUES** | **$1,735,621** | **$67,215** | **$32,724** | **$792,995** | **$311,573** | **$55,126** | **$29,555** | **$70,105** | **$0** | **$0** | **$0** | **$0** | **$0** | **$1,494,030** |
| ***EXPENDITURES:*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Administrative:* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Supervisors Fees | $6,000 | $800 | $200 | $1,000 | $0 | $1,000 | $1,000 | $800 |  |  |  |  |  | $4,800 |
| FICA Expense | $459 | $61 | $15 | $77 | $0 | $77 | $77 | $61 |  |  |  |  |  | $367 |
| Engineering | $30,000 | $1,825 | $335 | $2,000 | $1,050 | $0 | $2,250 | $600 |  |  |  |  |  | $8,060 |
| Arbitrage | $1,800 | $0 | $0 | $0 | $0 | $600 | $0 | $0 |  |  |  |  |  | $600 |
| Dissemination | $7,300 | $608 | $608 | $608 | $608 | $608 | $608 | $608 |  |  |  |  |  | $4,258 |
| Attorney | $57,000 | $17,515 | $7,258 | $4,196 | $1,678 | $3,244 | $6,157 | $1,140 |  |  |  |  |  | $41,188 |
| Annual Audit | $4,550 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Annual Report | $500 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Trustee Fees | $15,520 | $4,337 | $0 | $4,148 | $0 | $0 | $0 | $7,031 |  |  |  |  |  | $15,516 |
| Assessment Roll Services | $11,500 | $11,500 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $11,500 |
| Management Fees | $48,620 | $4,052 | $4,052 | $4,052 | $4,052 | $4,052 | $4,052 | $4,052 |  |  |  |  |  | $28,362 |
| Information Technology | $2,800 | $233 | $233 | $233 | $233 | $233 | $233 | $233 |  |  |  |  |  | $1,633 |
| Records Storage | $150 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Travel & Per Diem | $1,500 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Telephone | $300 | $0 | $43 | $44 | $40 | $60 | $40 | $116 |  |  |  |  |  | $343 |
| Postage | $1,000 | $120 | $75 | $64 | $27 | $62 | $98 | $3 |  |  |  |  |  | $450 |
| Printing & Binding | $2,000 | $41 | $186 | $34 | $213 | $2 | $270 | $274 |  |  |  |  |  | $1,020 |
| Insurance | $18,412 | $17,936 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $17,936 |
| Legal Advertising | $3,500 | $0 | $202 | $0 | $0 | $151 | $339 | $0 |  |  |  |  |  | $692 |
| Other Current Charges | $1,600 | $179 | $141 | $129 | $91 | $161 | $57 | $48 |  |  |  |  |  | $806 |
| Office Supplies | $200 | $0 | $13 | $0 | $15 | $0 | $21 | $15 |  |  |  |  |  | $64 |
| Dues, Licenses, Subscriptions | $3,175 | $175 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $175 |
| Capital Outlay | $250 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| **Total Administrative** | **$218,135** | **$59,383** | **$13,361** | **$16,585** | **$8,008** | **$10,249** | **$15,203** | **$14,980** | **$0** | **$0** | **$0** | **$0** | **$0** | **$137,769** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Maintenance:* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Management Fees | $126,000 | $10,500 | $10,500 | $10,500 | $10,500 | $10,500 | $10,500 | $10,500 |  |  |  |  |  | $73,500 |
| Security | $6,000 | $6,466 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $6,466 |
| Communications | $6,000 | $500 | $500 | $500 | $500 | $500 | $500 | $500 |  |  |  |  |  | $3,500 |
| Utilities | $45,000 | $5,649 | $3,693 | $2,725 | $1,983 | $2,108 | $3,223 | $3,642 |  |  |  |  |  | $23,023 |
| Landscape Maintenance - Contract | $983,735 | $81,978 | $81,978 | $81,978 | $81,978 | $81,978 | $81,978 | $81,978 |  |  |  |  |  | $573,845 |
| Landscape Maintenance - New Units/Street Trees | $7,500 | $758 | $785 | $785 | $785 | $785 | $785 | $785 |  |  |  |  |  | $5,465 |
| Pond Maintenance - Contract | $3,500 | $0 | $0 | $0 | $865 | $0 | $0 | $0 |  |  |  |  |  | $865 |
| Pond Maintenance - New Units | $1,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Pond Repairs - Current Units | $35,000 | $0 | $5,706 | $350 | $3,363 | $0 | $0 | $3,217 |  |  |  |  |  | $12,636 |
| Pond Repairs - New Units | $1,500 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| SWMF Operating Permit Fees | $8,262 | $459 | $459 | $1,836 | $3,672 | $0 | $0 | $0 |  |  |  |  |  | $6,426 |
| Irrigation Maintenance - Contract | $51,030 | $4,253 | $4,253 | $4,253 | $4,253 | $4,253 | $4,253 | $4,253 |  |  |  |  |  | $29,768 |
| Irrigation Maintenance - New Units | $500 | $112 | $112 | $112 | $112 | $112 | $112 | $112 |  |  |  |  |  | $781 |
| Irrigation Repairs - Current Units | $40,000 | $3,375 | $3,391 | $2,453 | $0 | $3,603 | $5,182 | $4,293 |  |  |  |  |  | $22,298 |
| Irrigation Systems Upgrades | $1,250 | $274 | $0 | $0 | $0 | $600 | $0 | $0 |  |  |  |  |  | $874 |
| Preserve Maintenance | $40,000 | $2,748 | $6,687 | $3,734 | $0 | $0 | $6,490 | $5,388 |  |  |  |  |  | $25,047 |
| Tot Lot Inspection/Maintenance | $5,000 | $0 | $0 | $0 | $0 | $1,767 | $4,296 | $0 |  |  |  |  |  | $6,063 |
| Tree Removal/Trimming/Cleanup | $35,000 | $930 | $250 | $2,800 | $7,411 | $0 | $0 | $0 |  |  |  |  |  | $11,391 |
| Alleyway Maintenance | $5,000 | $0 | $0 | $0 | $0 | $1,350 | $269 | $780 |  |  |  |  |  | $2,399 |
| Miscellaneous Maintenance | $5,000 | $173 | $780 | $0 | $0 | $95 | $163 | $28 |  |  |  |  |  | $1,238 |
| Special Events | $5,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Other-Contingency | $3,000 | $25 | $0 | $1,345 | $0 | $0 | $0 | $0 |  |  |  |  |  | $1,370 |
| Capital Expenditures | $9,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Reserve for Capital - R&R | $89,209 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |  |  |  |  |  | $0 |
| Common Area Maintenance | $5,000 | $658 | $0 | $0 | $737 | $404 | $1,286 | $3,173 |  |  |  |  |  | $6,259 |
| **Total Maintenance** | **$1,517,486** | **$118,856** | **$119,092** | **$113,370** | **$116,157** | **$108,053** | **$119,036** | **$118,648** | **$0** | **$0** | **$0** | **$0** | **$0** | **$813,213** |

**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** | **$129,955** | **$124,165** | **$118,302** | **$134,239** | **$133,628** | **$0** | **$0** | **$0** | **$0** | **$0** | **$950,982** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Interfund Tranfer In/(Out)** | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Excess Revenues (Expenditures)** | **($0)** | **($111,024)** | **($99,729)** | **$663,040** | **$187,408** | **($63,176)** | **($104,685)** | **($63,524)** | **$0** | **$0** | **$0** | **$0** | **$0** | **$543,048** |

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **CAPITAL RESERVE** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |

|  |
| --- |
| **ADOPTED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Capital Reserve Contribution |
| Miscellaneous Revenue |

***TOTAL REVENUES***

|  |
| --- |
| $89,209 |
| $0 |
| **$89,209** |

|  |
| --- |
| $0 |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| $7,000 |
| **$7,000** |

|  |
| --- |
| $0 |
| $7,000 |
| **$7,000** |

**EXPENDITURES:**

|  |
| --- |
| Reserve for Capital - R&R |
| Other Charges |

|  |
| --- |
| $0 |
| $600 |

|  |
| --- |
| $0 |
| $350 |

|  |
| --- |
| $22,556 |
| $328 |

|  |
| --- |
| ($22,556) |
| $22 |

***TOTAL EXPENDITURES* $600 $350 $22,885 ($22,535)**

**$88,609 (350.00) (15,884.69) (15,534.69)**

FUND BALANCE - Beginning $148,399 $48,859

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

FUND BALANCE - Ending $237,008 $32,975

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **DEBT SERVICE FUND - SERIES 2011A1 & A2** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |
|  |

|  |
| --- |
| **ADOPTED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Special Assessments - Residential |
| Interest Income |

***TOTAL REVENUES***

|  |
| --- |
| $379,445 |
| $1,000 |
| **$380,445** |

|  |
| --- |
| $379,445 |
| $583 |
| **$380,028** |

|  |
| --- |
| $377,830 |
| $56 |
| **$377,886** |

|  |
| --- |
| ($1,614) |
| ($527) |
| **($2,142)** |

**EXPENDITURES:**

|  |
| --- |
| **SERIES 2011-A1** |
| Interest - 11/1 - 2011A1 |
| Special Call - 11/1 2011A1 |
| Interest - 5/1 - 2011A1 |
| Principal - 5/1 - 2011A1 |

|  |
| --- |
| $80,837 |
| $0 |
| $80,837 |
| $210,000 |

|  |
| --- |
| $80,837 |
| $0 |
| $80,837 |
| $3,035,000 |

|  |
| --- |
| $80,837 |
| $5,000 |
| $80,699 |
| $3,035,000 |

|  |
| --- |
| $0 |
| ($5,000) |
| $138 |
| $0 |

***TOTAL EXPENDITURES* $371,673 $3,196,673 $3,201,536 ($4,863)**

**$8,772 ($2,816,645) ($2,823,649) ($7,004)**

**OTHER FINANCING SOURCES (USES)**

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

|  |
| --- |
| Interfund Transfer In / (Out) |
| Premium on bond refinance |

|  |
| --- |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |

|  |
| --- |
| $2,571,676 |
| ($28,250) |

|  |
| --- |
| $2,571,676 |
| ($28,250) |

**TOTAL OTHER FINANCING SOURCES (USES) $0 $0 $2,543,426 $2,543,426 *NET CHANGE IN FUND BALANCE* $8,772 ($2,816,645) ($280,223) $2,536,422** FUND BALANCE - Beginning $94,327 $280,260

FUND BALANCE - Ending $103,098 $37

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **DEBT SERVICE FUND - SERIES 2013A** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |
|  |

|  |
| --- |
| **ADOPTED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Special Assessments - Residential |
| Special Assessments - Commercial |
| Interest Income |

***TOTAL REVENUES***

|  |
| --- |
| $381,326 |
| $480,848 |
| $2,500 |
| **$864,674** |

|  |
| --- |
| $381,326 |
| $480,848 |
| $1,458 |
| **$863,632** |

|  |
| --- |
| $377,689 |
| $480,195 |
| $165 |
| **$858,050** |

|  |
| --- |
| ($3,636) |
| ($653) |
| ($1,293) |
| **($5,582)** |

**EXPENDITURES:**

|  |
| --- |
| Interest- 11/1 |
| Special Call - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $205,856 |
| $0 |
| $205,856 |
| $455,000 |

|  |
| --- |
| $205,856 |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $205,856 |
| $5,000 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| ($5,000) |
| $0 |
| $0 |

***TOTAL EXPENDITURES* $866,713 $205,856 $210,856 ($5,000) ($2,039) $657,776 $647,194 ($10,582)**

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

FUND BALANCE - Beginning $351,184 $781,989

FUND BALANCE - Ending $349,145 $1,429,183

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **DEBT SERVICE FUND - SERIES 2018A1** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |
|  |

|  |
| --- |
| **PROPOSED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Special Assessments - Residential |
| Special Assessments - Commercial |
| Special Assessments - Direct |
| Interest Income |

***TOTAL REVENUES***

|  |
| --- |
| $149,435 |
| $153,684 |
| $1,002,976 |
| $2,500 |
| **$1,308,594** |

|  |
| --- |
| $149,435 |
| $153,684 |
| $702,970 |
| $1,458 |
| **$1,007,546** |

|  |
| --- |
| $148,010 |
| $153,489 |
| $702,970 |
| $31 |
| **$1,004,500** |

|  |
| --- |
| ($1,425) |
| ($195) |
| $0 |
| ($1,427) |
| **($3,046)** |

**EXPENDITURES:**

|  |
| --- |
| Interest - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $391,131 |
| $391,131 |
| $530,000 |

|  |
| --- |
| $391,131 |
| $0 |
| $0 |

|  |
| --- |
| $390,644 |
| $0 |
| $0 |

|  |
| --- |
| $487 |
| $0 |
| $0 |

***TOTAL EXPENDITURES* $1,312,263 $391,131 $390,644 $487**

**($3,669) $616,415 $613,856 ($2,559) *NET CHANGE IN FUND BALANCE* ($3,669) $616,415 $613,856 ($2,559)** FUND BALANCE - Beginning $397,549 $1,049,287

FUND BALANCE - Ending $393,881 $1,663,143

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **DEBT SERVICE FUND - SERIES 2018A2** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |
|  |

|  |
| --- |
| **PROPOSED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Special Assessments - Residential |
| Interest Income |

***TOTAL REVENUES***

|  |
| --- |
| $273,055 |
| $2,500 |
| **$275,555** |

|  |
| --- |
| $273,055 |
| $1,458 |
| **$274,513** |

|  |
| --- |
| $264,334 |
| $9 |
| **$264,343** |

|  |
| --- |
| ($8,721) |
| ($1,450) |
| **($10,171)** |

**EXPENDITURES:**

|  |
| --- |
| Interest - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $51,899 |
| $51,899 |
| $170,000 |

|  |
| --- |
| $51,899 |
| $0 |
| $0 |

|  |
| --- |
| $51,784 |
| $0 |
| $0 |

|  |
| --- |
| $115 |
| $0 |
| $0 |

***TOTAL EXPENDITURES* $273,798 $51,899 $51,784 $115**

**$1,758 $222,615 $212,559 ($10,056) *NET CHANGE IN FUND BALANCE* $1,758 $222,615 $212,559 ($10,056)** FUND BALANCE - Beginning $57,226 $193,507

FUND BALANCE - Ending $58,984 $406,066

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **DEBT SERVICE FUND - SERIES 2021** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |
|  |

|  |
| --- |
| **PROPOSED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Special Assessments |
| Interest Income |

***TOTAL REVENUES***

|  |
| --- |
| $0 |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| $0 |
| **$0** |

**EXPENDITURES:**

|  |
| --- |
| Interest - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

***TOTAL EXPENDITURES* $0 $0 $0 $0**

**$0 $0 $0 $0**

**OTHER FINANCING SOURCES (USES)**

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

|  |
| --- |
| Bond Proceed |
| Interfund Transfer In / (Out) |

|  |
| --- |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |

|  |
| --- |
| $2,614,006 |
| ($2,571,676) |

|  |
| --- |
| $2,614,006 |
| ($2,571,676) |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL OTHER FINANCING SOURCES (USES)** | **$0** |  | **$0** |  | **$42,330** |  | **$42,330** |
|  |  |  |  |  |  |  |  |
| ***NET CHANGE IN FUND BALANCE*** | **$0** |  | **$0** |  | **$42,331** |  | **$42,331** |
| FUND BALANCE - Beginning | $0 |  |  |  | $0 |  |  |
| FUND BALANCE - Ending | $0 |  |  |  | $42,331 |  |  |

|  |
| --- |
| **CAPITAL REGION** |
| **COMMUNITY DEVELOPMENT DISTRICT** |
| **CAPITAL PROJECT FUND - SERIES 2021** |
| Statement of Revenues, Expenditures and Changes in Fund Balances |
| For the Period Ended April 30, 2021 |
|  |

|  |
| --- |
| **PROPOSED** |
| **BUDGET** |

|  |
| --- |
| **PRORATED BUDGET** |
| **THRU 04/30/21** |

|  |
| --- |
| **ACTUAL** |
| **THRU 04/30/21** |

|  |
| --- |
| **REVENUES:** |
| Interest Income |

***TOTAL REVENUES***

|  |
| --- |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| **$0** |

|  |
| --- |
| $0 |
| **$0** |

**EXPENDITURES:**

Cost Of Issuance $0 $0 $179,775 ($179,775)

***TOTAL EXPENDITURES* $0 $0 $179,775 ($179,775)**

**$0 $0 ($179,775) ($179,775)**

**OTHER FINANCING SOURCES (USES)**

|  |
| --- |
| ***EXCESS (DEFICIT) OF REVENUES*** |
| ***OVER EXPENDITURES*** |

|  |
| --- |
| Bond Proceed |
| Interfund Transfer In / (Out) |

|  |
| --- |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |

|  |
| --- |
| $185,994 |
| ($0) |

|  |
| --- |
| $185,994 |
| ($0) |

**TOTAL OTHER FINANCING SOURCES (USES) $0 $0 $185,994 $185,994**

***NET CHANGE IN FUND BALANCE* $0 $0 $6,219 $6,219**

FUND BALANCE - Beginning $0 $0

FUND BALANCE - Ending $0 $6,219

# *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 | | - 706,379.26 - - - - 706,379.26 256,994.14 963,373.40 | | | | | | | | |
| **TOTAL DUE DIRECT INVOICE - 296,596.40 - - - - 296,596.40 134,941.86 431,538.26**  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  LEON CO DIST 6 2/5/2021 2,736.48 1,535.34 11,235.14 - 6,982.92 4,803.35 27,293.23 18,841.96 46,135.19  LEON CO DIST 7 3/17/2021 1,428.65 3,718.24 2,985.75 - 3,645.60 11,632.65 23,410.89 16,343.07 39,753.96  LEON CO DIST 8 4/12/2021 3,352.41 917.51 8,290.70 - 8,554.63 2,870.47 23,985.72 16,339.29 40,325.01 INTEREST 5/3/2021 - - - - - - - 36.06 36.06  LEON CO DIST 9 5/7/2021 918.04 - 749.86 - 2,342.63 - 4,010.53 2,649.12 6,659.65  - - - - - - - - -  - - - - - - - - -  - - - - - - - - - | | | | | | | | | | |
| **TOTAL RECEIVED TAX ROLL**  **TOTAL DUE TAX ROLL** | | **148,927.91 153,488.94 378,580.24 264,334.17 380,032.08 480,195.05 1,805,558.39 1,228,459.18 3,034,017.57** | | | | | | | | |
| **506.64 194.60 864.41 9,813.18 1,292.83 608.80 13,280.46 7,750.99 21,031.45** | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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 20219 O&M** | **TOTAL** |
| **% RECEIVED DIRECT INVOICE** | **0.00%** | **70.43%** | **0.00%** | **0.00%** | **0.00%** | **0.00%** | **70.43%** | **65.57%** | **69.06%** |
| **% RECEIVED TAX ROLL** | **99.66%** | **99.87%** | **99.77%** | **96.42%** | **99.66%** | **99.87%** | **99.27%** | **99.37%** | **99.31%** |

# *D.*

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

3/28/2021 - 5/27/2021

|  |  |  |
| --- | --- | --- |
| ***Check Date*** | ***Check #'s*** | ***Total Amount*** |

|  |  |  |
| --- | --- | --- |
| 4/19/2021 | 2684-2691 | $34,107.19 |
| 5/21/2021 | 2692 | $3,642.22 |
| 5/26/2021 | 2693-2705 | $128,217.38 |

**Total $165,966.79**

**Capital Reserve**

|  |  |  |
| --- | --- | --- |
| ***Check Date*** | ***Check #'s*** | ***Total Amount*** |

n/a

**Total $0.00**

\* FedEx invoices will be provided upon request

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 5/27/21 PAGE 1

\*\*\* CHECK DATES 03/28/2021 - 05/27/2021 \*\*\* CAPITAL REGION - GENERAL FUND

BANK B CAPITAL REGION - GEN

CHECK VEND# .....INVOICE..... ...EXPENSED TO... VENDOR NAME STATUS AMOUNT ....CHECK.....

|  |  |  |
| --- | --- | --- |
| DATE |  | DATE |
| 4/19/21 | 00024 | 3/03/21 |
|  | | 4/05/21 |
| 4/06/21 |
| 4/08/21 |
| 4/08/21 |
| 4/08/21 |
| 4/08/21 |
| 4/12/21 |
| 4/14/21 |
| 4/14/21 |
| 4/14/21 |

|  |  |  |  |
| --- | --- | --- | --- |
|  | | AMOUNT | # |
| \* | 435.00 |  |  |
| \* | 63.00 |  |  |
| \* | 454.00 |  |  |
| \* | 141.75 |  |  |
| \* | 799.15 |  |  |
| \* | 888.98 |  |  |
| \* | 27.50 |  |  |
| \* | 1,639.50 |  |  |
| \* | 160.83 |  |  |
| \* | 463.74 |  |  |
| \* | 163.21 |  |  |

INVOICE YRMO DPT ACCT# SUB SUBCLASS

192781 202103 320-57200-46450

IRR VALVE REPL CONTROL #9 192897 202103 320-57200-47000

REMOVE VINES & TALLOW

192898 202104 320-57200-47000

REMOVE FENCE/MOW/DEBRIS

192903 202104 320-57200-46450

GREEN/WHITE MARKERS VALVE 192904 202104 320-57200-46450

MAIN LINE RPRS UNIT #1 C3 192905 202104 320-57200-46450

INSTL SLEEVE CNTRLR # 22 192911 202104 320-57200-46900

INSTL/REPL DOGGIE POT DIS 192913 202104 320-57200-47000

FORM/POUR/FINISH SIDEWALK 192914 202104 320-57200-46450

ZONE LINE PIPE RPR C#5 U3 192915 202104 320-57200-46450

IRR PIPE REPAIR VALVE RPL 192921 202103 320-57200-46900

FUNGICIDE TREAT VAR AREAS

ALL-PRO LAND CARE OF TALLAHASSEE 5,236.66 002684

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00167 4/01/21 000495 202104 320-57200-34010 \* 500.00

APR 21 - WEBSITE MGMT

BULLDOG STRATEGY GROUP, LLC 500.00 002685

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00029 3/31/21 MAR 21 S 202103 320-57200-43000 \* 3,223.46

MAR 2021 SERVICES

CITY OF TALLAHASSEE - UTILITIES 3,223.46 002686

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00268 2/10/21 2019 202102 320-57200-46465 \* 600.00

IRRIGATION SYSTEM DESIGN

CLARK IRRIGATION DESIGN & 600.00 002687

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00137 4/11/21 1229 202103 310-51300-31100 \* 2,250.00

SERVICES THRU 3/31/2021

DANTIN CONSULTING, LLC 2,250.00 002688

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00061 4/01/21 443 202104 310-51300-34000 \* 4,051.67

APR 21 - MGMT FEES

4/01/21 443 202104 310-51300-35100 \* 233.33

APR 21 - COMPUTER

4/01/21 443 202104 310-51300-31300 \* 608.33

APR 21 - DISSEMINATION

CAPR CAPITAL REGION TCESSNA

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 5/27/21 PAGE 2

\*\*\* CHECK DATES 03/28/2021 - 05/27/2021 \*\*\* CAPITAL REGION - GENERAL FUND

BANK B CAPITAL REGION - GEN

CHECK VEND# .....INVOICE..... ...EXPENSED TO... VENDOR NAME STATUS AMOUNT ....CHECK.....

|  |  |
| --- | --- |
| DATE | DATE |
|  | 4/01/21 |
|  | 4/01/21 |
|  | 4/01/21 |
|  | 4/01/21 |
|  | 4/01/21 |

INVOICE YRMO DPT ACCT# SUB SUBCLASS AMOUNT #

443 202104 310-51300-51000 \* 15.15

APR 21 - OFFICE SUPPLIES

443 202104 310-51300-42000 \* 2.60

APR 21 - POSTAGE

443 202104 310-51300-42500 \* 274.05

APR 21 - COPIES

443 202104 310-51300-41000 \* 115.57

APR 21 - TELEPHONE

444 202104 320-57200-34000 \* 10,500.00

APR 21 - FACILITY MGMT

GOVERNMENTAL MANAGEMENT SERVICES 15,800.70 002689

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00008 4/12/21 121566 202103 310-51300-31500 \* 4,720.60

GENERAL COUNSEL 3/31/21

4/12/21 121567 202103 310-51300-31500 \* 1,436.40

MONTHLY MEETING 3/31/2021

HOPPING, GREEN & SAMS, P.A. 6,157.00 002690

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 4/19/21 00228 3/31/21 00037580 202103 310-51300-48000 \* 153.58

NOTICE OG MEETING 3/1/21

3/31/21 00037580 202103 310-51300-48000 \* 153.58

NOTICE OF MEETING 3/29/21

3/31/21 00037580 202103 310-51300-48000 \* 32.21

CAPITAL REGION COMM

TALLAHASSEE MEDIA GROUP 339.37 002691

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/21/21 00029 4/29/21 APRIL 20 202104 320-57200-43000 \* 3,642.22

ELECTRIC 3/26-4/27/21

CITY OF TALLAHASSEE - UTILITIES 3,642.22 002692

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 99999 5/26/21 VOID 202105 000-00000-00000 C .00

VOID CHECK

\*\*\*\*\*\*INVALID VENDOR NUMBER\*\*\*\*\*\* .00 002693

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 192926 202104 320-57200-46450 \* 362.10

|  |  |
| --- | --- |
| 5/26/21 00024 | 4/16/21 |
|  | 4/16/21 |
|  | 4/19/21 |
|  | 4/26/21 |
|  | 4/26/21 |
|  | 4/28/21 |

IRRIG RPR CTRL#21 UNIT#19

192927 202104 320-57200-46450 \* 390.48

IRRIG RPR CNTRL #5 UNIT#3

192935 202104 320-57200-46520 \* 780.00

ALLEY WAY REPAIR @ RAIN..

192946 202104 320-57200-46450 \* 29.46

IRRIG RPR CNTRL#25 UNIT27

192947 202104 320-57200-46450 \* 425.46

IRRIG RPR CNTRL#25-26 U27

192952 202104 320-57200-47000 \* 987.00

BUTTERFLY GARDN ANN.INSTL

CAPR CAPITAL REGION TCESSNA

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 5/27/21 PAGE 3

\*\*\* CHECK DATES 03/28/2021 - 05/27/2021 \*\*\* CAPITAL REGION - GENERAL FUND

BANK B CAPITAL REGION - GEN

CHECK VEND# .....INVOICE..... ...EXPENSED TO... VENDOR NAME STATUS AMOUNT ....CHECK.....

|  |  |
| --- | --- |
| DATE | DATE |
|  | 4/30/21 |
|  | 4/30/21 |
|  | 5/01/21 |
|  | 5/01/21 |
|  | 5/01/21 |
|  | 5/01/21 |
|  | 5/11/21 |
|  | 5/11/21 |
|  | 5/11/21 |
|  | 5/11/21 |

INVOICE YRMO DPT ACCT# SUB SUBCLASS AMOUNT #

192956 202104 320-57200-47000 \* 780.00

ASPHALT RRP CENTRAL PARK

192957 202104 320-57200-46450 \* 631.45

IRRIG RPR CNTL#15 ZONE #7 192925 202105 320-57200-46200

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | \* | 81,977.92 |  | |
| \* | 784.64 |  |  |
| \* | 4,252.50 |  |  |
| \* | 150.60 |  |  |
| \* | 2,329.00 |  |  |
| \* | 1,962.79 |  |  |
| \* | 354.69 |  |  |
|  |  | \* | 302.25 |  |  |

MAY 21 - LANDSCAPE MAINT 192925 202105 320-57200-46225

MAY 21 - LANDSCAPE MAINT 192925 202105 320-57200-46400

MAY 21 - LANDSCAPE MAINT 192925 202105 320-57200-46425

MAY 21 - LANDSCAPE MAINT 193026 202105 320-57200-46450

IRRIG RPR CNTL#18 UNIT#35 193027 202105 320-57200-46450

IRRIG RPR CNTL#20 @ ORANG 193028 202105 320-57200-46450

IRRIG RPR CNTL#6 MAINLINE 193029 202105 320-57200-46450

IRRIG RPR CNTL#28 UNIT#31

ALL-PRO LAND CARE OF TALLAHASSEE 96,500.34 002694

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00157 4/30/21 043021 202104 320-57200-46910 \* 3,173.40

CONCRETE/SW/COMMON AREARS

DAVE BORDEN 3,173.40 002695

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00167 5/01/21 000500 202105 320-57200-34010 \* 500.00

MAY 21 - WEBSITE MGMT

BULLDOG STRATEGY GROUP, LLC 500.00 002696

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00137 5/07/21 1243 202104 310-51300-31100 \* 600.00

BOARD MEETING 4/8/21

DANTIN CONSULTING, LLC 600.00 002697

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00004 3/20/21 7-322-94 202103 310-51300-42000 \* 36.45

DELIVERIES THRU 3/23/21

FEDEX 36.45 002698

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00061 5/01/21 445 202105 310-51300-34000

|  |  |  |
| --- | --- | --- |
|  | \* | 4,051.67 |
| \* | 233.33 |
| \* | 608.33 |
| \* | 12.65 |
| REGION TCESSNA |  |  |

MAY 21 - MGMT FEES

5/01/21 445 202105 310-51300-35100

MAY 21 - COMPUTER

5/01/21 445 202105 310-51300-31300

MAY 21 - DISSEMINATION

5/01/21 445 202105 310-51300-51000

MAY 21 - OFFICE SUPPLIES

CAPR CAPITAL

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 5/27/21 PAGE 4

\*\*\* CHECK DATES 03/28/2021 - 05/27/2021 \*\*\* CAPITAL REGION - GENERAL FUND

BANK B CAPITAL REGION - GEN

CHECK VEND# .....INVOICE..... ...EXPENSED TO... VENDOR NAME STATUS AMOUNT ....CHECK.....

|  |  |
| --- | --- |
| DATE | DATE |
|  | 5/01/21 |
|  | 5/01/21 |
|  | 5/01/21 |
|  | 5/01/21 |

INVOICE YRMO DPT ACCT# SUB SUBCLASS AMOUNT #

445 202105 310-51300-42000 \* 37.10

MAY 21 - POSTAGE

445 202105 310-51300-42500 \* 100.35

MAY 21 - COPIES

445 202105 310-51300-41000 \* 115.57

MAY 21 - TELEPHONE

446 202105 320-57200-34000 \* 10,500.00

MAY 21 - FACILITY MGMT

GOVERNMENTAL MANAGEMENT SERVICES 15,659.00 002699

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00022 5/04/21 21057 202105 310-51300-32300 \* 600.00

ARBITRAG S2018 FYE2/28/21

GRAU & ASSOCIATES 600.00 002700

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00008 4/30/21 122276 202104 310-51300-31500 \* 1,140.00

GENERAL COUNSEL 4/30/21

HOPPING, GREEN & SAMS, P.A. 1,140.00 002701

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00296 5/05/21 2094 202105 320-57200-47000 \* 1,100.00

MULCHING CONSERVATION ARE

LONGVIEW FARMS, LLC 1,100.00 002702

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00291 12/23/20 SUR-4608 202012 320-57200-46550 \* 350.00

PROPSD 30' DRAINAGE EASEM

MERIDIAN SURVEYING AND MAPPING, INC 350.00 002703

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00297 4/28/21 04282021 202104 320-57200-47000 \* 1,527.50

50% DEPOSIT-DEVEL DESIGN

NATURE GRAPHICS, LLC 1,527.50 002704

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - 5/26/21 00082 4/23/21 6107792 202104 310-51300-32400 \* 7,030.69

S2018A1/A2 THRU 3/31/22

U.S. BANK 7,030.69 002705

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -

TOTAL FOR BANK B 165,966.79

TOTAL FOR REGISTER 165,966.79

CAPR CAPITAL REGION TCESSNA

# *FIFTH ORDER OF BUSINESS*

#### RESOLUTION 2021-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGETS FOR FISCAL YEAR 2021/2022; DECLARING SPECIAL ASSESSMENTS TO FUND THE PROPOSED BUDGETS PURSUANT TO CHAPTERS 170, 190 AND 197, FLORIDA STATUTES; SETTING PUBLIC HEARINGS; ADDRESSING PUBLICATION; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Capital Region Community Development District (“**District**”) prior to June 15, 2021, the proposed budgets (“**Proposed Budgets**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”); and

**WHEREAS,** it is in the best interest of the District to fund the administrative and operations services (together, “**Services**”) set forth in the Proposed Budgets by levy of special assessments pursuant to Chapters 170, 190 and 197, *Florida Statutes* (“**Assessments**”), as set forth in the preliminary assessment roll included within the Proposed Budgets; and

**WHEREAS,** the District hereby determines that benefits would accrue to the properties within the District, as outlined within the Proposed Budgets, in an amount equal to or in excess of the Assessments, and that such Assessments would be fairly and reasonably allocated as set forth in the Proposed Budgets; and

**WHEREAS**, the Board has considered the Proposed Budgets, including the Assessments, and desires to set the required public hearings thereon;

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

1. **PROPOSED BUDGETS APPROVED.** The Proposed Budgets prepared by the District Manager for Fiscal Year 2021/2022 attached hereto as **Exhibit A** are hereby approved as the basis for conducting a public hearing to adopt said Proposed Budgets.
2. **DECLARING ASSESSMENTS.** Pursuant to Chapters 170, 190 and 197, *Florida Statutes*, the Assessments shall defray the cost of the Services in the total estimated amounts set forth in the Proposed Budgets. The nature of, and plans and specifications for, the Services to be funded by the Assessments are described in the Proposed Budgets and in the reports (if any) of the District Engineer, all of which are on file and available for public inspection at the “**District’s Office**,” c/o Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850. The Assessments shall be levied within the District on all benefitted lots and lands, and shall be apportioned, all as described in the Proposed Budgets and the preliminary assessment roll included therein. The preliminary assessment roll is also on

file and available for public inspection at the District’s Office. The Assessments shall be paid pursuant to the *Uniform Method* as set forth in Chapter 197, *Florida Statutes*, or, alternatively, in one or more installments pursuant to a bill issued by the District in November of 2021, and pursuant to Chapter 170, *Florida Statutes*.

**SETTING PUBLIC HEARINGS.** Public hearings on said approved Proposed Budget and Assessments are hereby declared and set for:

DATE: , 2021

HOUR:

LOCATION:

1. **TRANSMITTAL OF PROPOSED BUDGETS TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budgets to Leon County and the City of Tallahassee at least sixty (60) days prior to the hearing set above.
2. **POSTING OF PROPOSED BUDGETS.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budgets on the District’s website at least two (2) days before the budget hearing date as set forth in Section 3, and shall remain on the website for at least forty-five (45) days.
3. **PUBLICATION OF NOTICE.** The District shall cause this Resolution to be published once a week for a period of two (2) weeks in a newspaper of general circulation published in Leon County. Additionally, notice of the public hearings shall be published in the manner prescribed by Florida law.
4. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.
5. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

#### PASSED AND ADOPTED THIS 10TH DAY OF JUNE, 2021.

ATTEST: **CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT**

By:

Secretary/Assistant Secretary Chairman, Board of Supervisors

**Exhibit A:** Budgets FY 2021/2022

|  |
| --- |
| ***Proposed Budget*** |
| ***Fiscal Year 2022*** |

|  |
| --- |
| ***Capital Region*** |
| ***Community Development District*** |

***June 10, 2021***



|  |
| --- |
| **Capital Region** |
| **Community Development District** |

*TABLE OF CONTENTS*

|  |
| --- |
| General Fund |
| Budget |
| Per Unit Assessment - Schedule |
| Narrative |

|  |
| --- |
| Page 1 - 2 |
| Page 3 |
| Page 4 - 7 |

Page 8

|  |
| --- |
| Capital Reserve Fund |
| Budget |

Debt Service Fund

|  |
| --- |
| Series 2013 |
| Budget |
| Amortization Schedule - 2013 |

|  |
| --- |
| Page 9 |
| Page 10 |

|  |
| --- |
| Series 2018A1 |
| Budget |
| Amortization Schedule - 2018A1 |

|  |
| --- |
| Page 11 |
| Page 12 |

|  |
| --- |
| Series 2018A2 |
| Budget |
| Amortization Schedule - 2018A2 |

|  |
| --- |
| Page 13 |
| Page 14 |

|  |
| --- |
| Series 2021 |
| Budget |
| Amortization Schedule - 2018A2 |

|  |
| --- |
| Page 15 |
| Page 16 |

|  |
| --- |
| **Adopted** |
| **Budget** |
| **FY 2021** |

|  |
| --- |
| **Actual** |
| **Thru** |
| **4/30/2021** |

|  |
| --- |
| **Projected** |
| **Next** |
| **5 Months** |

|  |
| --- |
| **Total** |
| **Projected** |
| **9/30/2021** |

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2022** |

***Revenues***

|  |
| --- |
| Special Assessment - On Roll |
| Special Assessment - Direct - St Joe |
| Interest Income/Misc. Revenue |
| Carry Forward Surplus |

|  |
| --- |
| $1,236,552 |
| $391,936 |
| $9,400 |
| $97,734 |

|  |
| --- |
| $1,225,774 |
| $265,856 |
| $2,400 |
| $104,014 |

|  |
| --- |
| $11,222 |
| $126,080 |
| $450 |
| $0 |

|  |
| --- |
| $1,236,996 |
| $391,936 |
| $2,850 |
| $104,014 |

|  |
| --- |
| $1,400,234 |
| 443,624 |
| $8,000 |
| $0 |

**TOTAL REVENUES $1,735,621 $1,598,044 $137,751 $1,735,796 $1,851,858**

***Expenditures***

|  |
| --- |
| ***Administrative*** |
| Supervisor Fees |
| FICA |
| Engineering Fees |
| Arbitrage Rebate |
| Dissemination Agent |
| Attorney Fees |
| Annual Audit |
| Annual Report |
| Trustee Fees |
| Assessment Roll Services |
| Management Fees |
| Information Technology |
| Record Storage |
| Travel & Per Diem |
| Telephone |
| Postage |
| Printing & Binding |
| Insurance |
| Legal Advertising |
| Other Current Charges |
| Office Supplies |
| Dues, Licenses & Subscriptions |
| Capital Outlay |

|  |
| --- |
| $6,000 |
| $459 |
| $30,000 |
| $1,800 |
| $7,300 |
| $57,000 |
| $4,550 |
| $500 |
| $15,520 |
| $11,500 |
| $48,620 |
| $2,800 |
| $150 |
| $1,500 |
| $300 |
| $1,000 |
| $2,000 |
| $18,412 |
| $3,500 |
| $1,600 |
| $200 |
| $3,175 |
| $250 |

|  |
| --- |
| $4,800 |
| $367 |
| $8,060 |
| $600 |
| $4,258 |
| $41,188 |
| $0 |
| $0 |
| $15,516 |
| $11,500 |
| $28,362 |
| $1,633 |
| $0 |
| $0 |
| $343 |
| $450 |
| $1,020 |
| $17,936 |
| $692 |
| $806 |
| $64 |
| $175 |
| $0 |

|  |
| --- |
| $3,000 |
| $230 |
| $21,940 |
| $1,200 |
| $3,042 |
| $15,812 |
| $3,710 |
| $500 |
| $0 |
| $0 |
| $20,259 |
| $1,167 |
| $150 |
| $1,500 |
| $245 |
| $550 |
| $980 |
| $0 |
| $2,808 |
| $794 |
| $136 |
| $3,000 |
| $250 |

|  |
| --- |
| $7,800 |
| $597 |
| $30,000 |
| $1,800 |
| $7,300 |
| $57,000 |
| $3,710 |
| $500 |
| $15,516 |
| $11,500 |
| $48,620 |
| $2,800 |
| $150 |
| $1,500 |
| $589 |
| $1,000 |
| $2,000 |
| $17,936 |
| $3,500 |
| $1,600 |
| $200 |
| $3,175 |
| $250 |

|  |
| --- |
| $12,000 |
| $918 |
| $30,000 |
| $1,200 |
| $7,300 |
| $57,000 |
| $3,710 |
| $500 |
| $15,520 |
| $11,500 |
| $48,620 |
| $2,800 |
| $150 |
| $2,000 |
| $300 |
| $1,000 |
| $2,000 |
| $19,730 |
| $3,500 |
| $1,600 |
| $200 |
| $3,175 |
| $250 |

**TOTAL ADMINISTRATIVE EXPENDITURES $218,135 $137,769 $81,273 $219,042 $224,972**

|  |
| --- |
| ***Field*** |
| Management Fees |
| Security |
| Communications |
| Utilities |
| Landscape Maintenance - Contract |
| Landscape Maintenance - New Units/Street Trees |
| Pond Maintenance - Contract |
| Pond Maintenance - New Units |
| Pond Repairs - Current Units |
| Pond Repairs - New Units |
| SWMF Operating Permit Fees |

|  |
| --- |
| $126,000 |
| $6,000 |
| $6,000 |
| $45,000 |
| $983,735 |
| $7,500 |
| $3,500 |
| $1,000 |
| $35,000 |
| $1,500 |
| $8,262 |

|  |
| --- |
| $73,500 |
| $6,466 |
| $3,500 |
| $23,023 |
| $573,845 |
| $5,465 |
| $865 |
| $0 |
| $12,636 |
| $0 |
| $6,426 |

|  |
| --- |
| $52,500 |
| $0 |
| $2,500 |
| $21,977 |
| $409,891 |
| $2,035 |
| $2,595 |
| $1,000 |
| $22,364 |
| $1,500 |
| $1,836 |

|  |
| --- |
| $126,000 |
| $6,466 |
| $6,000 |
| $45,000 |
| $983,736 |
| $7,500 |
| $3,460 |
| $1,000 |
| $35,000 |
| $1,500 |
| $8,262 |

|  |
| --- |
| $132,300 |
| $7,000 |
| $6,000 |
| $45,000 |
| $1,024,180 |
| $5,000 |
| $5,000 |
| $0 |
| $40,000 |
| $0 |
| $918 |

|  |
| --- |
| **Adopted** |
| **Budget** |
| **FY 2021** |

|  |
| --- |
| **Actual** |
| **Thru** |
| **4/30/2021** |

|  |
| --- |
| **Projected** |
| **Next** |
| **5 Months** |

|  |
| --- |
| **Total** |
| **Projected** |
| **9/30/2021** |

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2022** |

|  |
| --- |
| ***Field (continued)*** |
| Irrigation Maintenance - Contract |
| Irrigation Maintenance - New Units |
| Irrigation Repairs - Current Units |
| Irrigation System Upgrades |
| Preserve Maintenance |
| Tot Lot Inspection/Maintenance |
| Tree Removal/Trimming/Cleanup |
| Alleyway Maintenance |
| Miscellaneous Maintenance |
| Special Events |
| Other - Contingency |
| Capital Expenditures |
| Reserve for Capital - R&R |
| Common Area Maintenance |

|  |
| --- |
| $51,030 |
| $500 |
| $40,000 |
| $1,250 |
| $40,000 |
| $5,000 |
| $35,000 |
| $5,000 |
| $5,000 |
| $5,000 |
| $3,000 |
| $9,000 |
| $89,209 |
| $5,000 |

|  |
| --- |
| $29,768 |
| $781 |
| $22,298 |
| $874 |
| $25,047 |
| $6,063 |
| $11,391 |
| $2,399 |
| $1,238 |
| $0 |
| $1,370 |
| $0 |
| $0 |
| $6,259 |

|  |
| --- |
| $21,263 |
| $0 |
| $17,702 |
| $376 |
| $14,953 |
| $0 |
| $23,609 |
| $2,602 |
| $0 |
| $5,000 |
| $1,630 |
| $9,000 |
| $89,209 |
| $0 |

|  |
| --- |
| $51,030 |
| $781 |
| $40,000 |
| $1,250 |
| $40,000 |
| $6,063 |
| $35,000 |
| $5,000 |
| $1,238 |
| $5,000 |
| $3,000 |
| $9,000 |
| $89,209 |
| $6,259 |

|  |
| --- |
| $55,488 |
| $0 |
| $45,000 |
| $0 |
| $40,000 |
| $6,500 |
| $40,000 |
| $5,000 |
| $7,500 |
| $5,000 |
| $5,000 |
| $9,000 |
| $135,000 |
| $8,000 |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL FIELD EXPENDITURES** | **$1,517,486** |  | **$813,213** |  | **$703,541** |  | **$1,516,754** |  | **$1,626,886** |
|  |  |  |  |  |  |  |  |  |  |
| **TOTAL EXPENDITURES** | **$1,735,622** |  | **$950,982** |  | **$784,814** |  | **$1,735,796** |  | **$1,851,858** |
|  |  |  |  |  |  |  |  |  |  |
| **EXCESS REVENUES OVER EXPENDITURES** | **($0)** |  | **$647,062** |  | **($647,062)** |  | **$0** |  | **$0** |

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| **Capital Region** |
| **Community Development District** |

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**Assessment Allocation**

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| --- |
|  |
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|  |
|  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **FY 2019** |  | **FY 2020** | **FY 2021** | **FY 2022** |
| Net Assessment |  | $1,133,370 |  | $1,181,280 | $1,236,552 | $1,400,234 |
| Plus Collection Fees (7%) |  | $85,307 |  | $88,914 | $93,074 | $105,394 |
| Gross Assessments |  | $1,218,678 |  | $1,270,193 | $1,329,625 | $1,505,628 |
| No. of Units |  | 2,859 |  | 2,992 | 3,264 | 3,264 |
|  | | |  |  | | 13.23% increase |
| **Lot Size** | **# of Units** | **Gross Per Unit Amount**  **FY 2019** | **Gross Per Unit Amount**  **FY 2020** | | **Gross Per Unit Amount**  **FY 2021** | **Gross** |
| **Per Unit** |
| **Amount** |
| **FY 2022** |
| **Apartments** | **1,229** | $215.02 | $215.02 | | $215.02 | **$243.47** |
| **Towns** | **252** | $206.91 | $206.91 | | $206.91 | **$234.29** |
| **Duplex** | **0** | $0.00 | $217.70 | | $217.70 | **$0.00** |
| **30s** | **53** | $226.62 | $226.62 | | $226.62 | **$256.60** |
| **40s** | **224** | $241.40 | $241.40 | | $241.40 | **$273.34** |
| **55s** | **270** | $293.12 | $293.12 | | $293.12 | **$331.90** |
| **65s** | **312** | $362.10 | $362.10 | | $362.10 | **$410.01** |
| **75s** | **194** | $413.82 | $413.82 | | $413.82 | **$468.57** |
| **85s** | **102** | $450.37 | $450.37 | | $450.37 | **$509.96** |
| **90s** | **15** | $509.07 | $509.07 | | $509.07 | **$576.43** |
| **100s** | **166** | $517.29 | $517.29 | | $517.29 | **$585.73** |
| **1/2 Ac** | **142** | $620.75 | $620.75 | | $620.75 | **$702.88** |
| **1Ac** | **40** | $810.42 | $810.42 | | $810.42 | **$917.65** |
| **ACLF** | **101** | $0.00 | $108.59 | | $108.59 | **$122.96** |
| **Blended Commercial** | **162** | $2,414.59 | $2,414.59 | | $2,414.59 | **$2,734.06** |
| **Golf Club** | **1** | $13,259.51 | $13,259.51 | | $13,259.51 | **$15,013.88** |
| **Catholic School** | **1** | $0.00 | $0.00 | | $0.00 | **$0.00** |
| **Southwood House** | **0** | $0.00 | $941.69 | | $941.69 | **$1,066.29** |
| **Total** | **3264** |  |  | |  |  |

***REVENUES***

***Maintenance Assessments***

*The District will levy a non ad-valorem special assessment on all taxable property within the District to fund all of the General Operating Expenditures for the fiscal year.*

***Interest Income***

*The District will have all excess funds invested with the State Board of Administration. The amount is based upon the estimated average balance of funds available during the fiscal year.*

***EXPENDITURES***

***Administrative:***

***Supervisor Fees***

*The Florida Statutes allows each board member to receive $200 per meeting no to exceed $4,800 in one year. The amount for the fiscal year is based upon all five supervisors attending the estimated 6 annual meetings.*

***FICA Expense***

*Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.*

***Engineering Fees***

*The District's engineer (Atkins) will be providing limited engineering services to the District including attendance as needed and preparation for board meetings, review and execute of documents under the District’s trust indenture and monitoring of District projects. Additionally The District utilizes Dantin Engineering on an assigned project basis and for engineering consulting services.*

***Arbitrage***

*The District is required to annually have an arbitrage rebate calculation on the District's Series 2008A Capital Improvement Revenue Bonds, Series 2011A-1 and 2011A-2 Capital Improvement Revenue Refunding Bonds, and the Series 2013 Capital Improvement Revenue Bonds & Series 2018A1/A2 Capital Improvement Revenue Refunding Bonds. Currently the District has contracted with Grau & Associates, an independent certified public accounting firm, to calculate the rebate liability and submit a report to the District.*

***Dissemination Agent***

*The District is required by the Security and Exchange Commission to comply with Rule 15(c) (2)-12(b) (5), which relates to additional reporting requirements for un-rated bond issues. The District has contracted with GMS, LLC to provide this service.*

***Attorney***

*The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for monthly meetings, review operating and maintenance contracts.*

***Annual Audit***

*The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.*

***Trustee Fees***

*The District issued Series 2008A Capital Improvement Revenue Bonds, Series 2011A1-A2 Capital Improvement Revenue Refunding Bonds and Series 2013 Capital Improvement Revenue Bonds & Series 2018A1/A2 Capital Improvement Revenue refunding Bonds which are held with a Trustee at US Bank. The amount of the trustee fees is based on the agreement between US Bank and the District.*

***Assessment Roll***

*Governmental Management Services serves as the District’s collection agent and certifies the District’s non-ad valorem assessment with the county tax collector.*

***Management Fees***

*The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services.*

***Information Technology***

*The District processes all its financial activities, i.e., accounts payable, financial statements, etc. on a mainframe computer leased by Governmental Management Services.*

***Records Storage***

*The District’s Records will be stored off site at Iron Mountain.*

***Travel & Per Diem***

*Travel expenses to attend meetings, conferences, etc.*

***Telephone***

*Telephone for agenda calls or monthly meetings.*

***Postage***

*Mailing of agenda packages, overnight deliveries, correspondence, etc.*

***Printing & Binding***

*Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.*

***Insurance***

*The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. Florida Insurance Alliance specializes in providing insurance coverage to governmental agencies.*

***Legal Advertising***

*The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.*

***Other Current Charges***

*Bank charges and any other miscellaneous expenses that are incurred during the year.*

***Office Supplies*** *Miscellaneous office supplies.*

***Dues, Licenses & Subscriptions***

*The District is required to pay an annual fee to the Department of Economic Opportunity for $175. Membership with the Florida Association of Special Districts is provided to Supervisors and Staff.*

***Capital Outlay***

*Represents any minor capital expenditures the District may need to make during the Fiscal Year.*

***Maintenance:***

***Field Management Fees***

*The District has contracted with GMS, LLC for the supervision and on-site management of Capital Region Community Development District. Their responsibilities include management of field services contracts such as landscape maintenance, ponds maintenance, and security patrols, oversight of capital assets and coordination of maintenance, repairs and replacement of capital assets.*

***Security***

*The District has contracted with Barkley Security Agency for security Services, to include patrol of District owned properties. The District also contracts with TPD for additional patrol services with law enforcement agencies on an as- needed basis.*

***Communications***

*The District has contracted Bulldog Strategy Group for professional public relations and communications services, to include maintenance of existing District communications tools and systems, monitoring of District issues and policies, and advisement of Board and staff regarding communications.*

***Landscape/Pond/Irrigation Maintenance***

*The District has contracted with All Pro Land Care of Tallahassee, Inc. to provide landscaping, pond and irrigation maintenance services to all the common areas within the District. Services include mowing, trimming, fertilization, maintenance of irrigations systems, and trimming of District owned trees.*

|  |  |  |
| --- | --- | --- |
| ***Maintenance: (continued)*** |  | |
| ***Landscape/Pond/Irrigation Maintenance (continued)*** |
| **Contracts** | **Monthly** | **Annual** |
| *Landscape Maintenance – Contract* | $81,978 | $983,735 |
| Landscape Maintenance – New Units/Street Trees | $833 | $10,000 |
| Pond Maintenance – Contract | $417 | $5,000 |
| Pond Maintenance – New Units | $83 | $1,000 |
| Pond Repairs – Current Units | $2,500 | $30,000 |
| Pond Repairs – New Units | $125 | $1,500 |
| Irrigation Maintenance – Contract | $4,253 | $51,030 |
| Irrigation Maintenance – New Units | $42 | $500 |
| Irrigation Repairs – Current Units | $3,333 | $40,000 |
| ***Total*** | ***$93,564*** | ***$1,122,765*** |

***SWMF Operating Permit Fees***

*The District pays the City of Tallahassee, Growth Management Department for inspection of and the administration needed to issue operating permits for District owned and maintained Storm Water facilities.*

***Preserve Maintenance***

*The District has contracted with All Pro Land Care of Tallahassee, Inc. to maintain the various preserved areas within the District (listed as Park Maintenance), but also contacts out work in other preserve areas to various contractors.*

***Tot-Lot Inspection Maintenance***

*The District owns a recreational area that requires monthly inspection and repairs/replacements as well as mulch twice a year.*

***Alleyway Maintenance***

*The District conducts repairs and maintenance of the District-owned alleyways.*

***Miscellaneous Maintenance***

*Unscheduled repairs and maintenance to the District’s facilities not allocated to a particular area.*

***Utilities***

*The cost of electricity and Irrigation Water for Capital Region CDD for the following accounts:*

Account# Service Address Monthly Annual

|  |  |  |  |
| --- | --- | --- | --- |
| 1680485610 | 3766 Greyfield Dr - Pump 1 | $100 | $1,200 |
| 1780485610 | 2150 Merchants Row Blvd - Pump | $50 | $600 |
| 1894063223 | 2380 E Orange Ave Irr | $450 | $5,400 |
| 2429471295 | 3564 S Blair Stone Rd Reclaim | $75 | $900 |
| 2780485610 | 2588 Merchants Row Blvd - Pump | $50 | $600 |
| 3077919780 | 3136 Dickinson Dr. | $50 | $600 |
| 3183002658 | 3001 School House Rd Reclaimed | $200 | $2,400 |
| 3541485610 | 2301 E Orange Ave, Irr/3591 Strolling Way | $50 | $600 |
| 3543485610 | 3701 Mossy Creek Ln - Unit 1 | $300 | $3,600 |
| 3680485610 | 3765 Grove Park Dr | $50 | $600 |
| 4263972522 | 3029 Dickinson Dr. Area Lights | $75 | $900 |
| 4360485610 | 1900 Merchants Row-ENTRANCE | $75 | $900 |
| 4680485610 | 3992 Four Oaks Blvd | $50 | $600 |
| 5399698926 | 3252 Updike Ave IRR | $50 | $600 |
| 6243485610 | 3700 Mossy Creek Ln- Pump | $50 | $600 |
| 6948377092 | 1901 Merchants Row Blvd | $50 | $600 |
| 7042865610 | 4580 Grove Park Dr - IRR | $50 | $600 |

|  |  |  |  |
| --- | --- | --- | --- |
| Utilities (continued) |  |  |  |
| Account# | Service Address | Monthly | Annual |
| 7670485610 | 3766 Greyfield Dr | $50 | $600 |
| 8001821240 | Various Locations- Area Lights | $880 | $10,560 |
| 8270485610 | 3603 Capital Cir SE Irr. | $450 | $5,400 |
| 8503683950 | 3751 Biltmore Ave - HYD | $50 | $600 |
| 8965428817 | 3559 Four Oaks Blvd | $50 | $600 |
| 9143451140 | 3700 Spider Lily Way | $50 | $600 |
| 9356890232 | 4583 Grove Park Dr. Temp. | $50 | $600 |
| 9413485610 | 3000 School House Road | $50 | $600 |
| 9650988960 | 3751 Biltmore Ave - IRR | $50 | $600 |
| 9674588544 | Various Locations, Irrigation | $50 | $600 |
| 9699066720 | 3145 Mulberry Park Blvd. Area Light | $200 | $2,400 |
| 9778998416 | 2471 E Orange Ave. Irr. | $45 | $540 |

***Total $ 3,750 $45,000***

***Special Events***

*Pops in the park.*

***Other Contingencies***

*Unscheduled repairs and maintenance to the District’s Facilities throughout the community.*

***Capital Expenditures***

*Represents any new capital expenditures the District may need to make during the Fiscal Year.*

***Reserves for Capital Repairs and Replacements***

*This Reserve funding is for the Capital Repairs and Replacements for the District’s capital assets.*

**Capital Reserve**

|  |
| --- |
| **Capital Region** |
| **Community Development District** |

**Description**

|  |
| --- |
| **Adopted** |
| **Budget** |
| **FY 2021** |

|  |
| --- |
| **Actual** |
| **Thru** |
| **4/30/2021** |

|  |
| --- |
| **Projected** |
| **Next** |
| **5 Months** |

|  |
| --- |
| **Total** |
| **Projected** |
| **9/30/2021** |

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2022** |

***Revenues***

|  |
| --- |
| Capital Reserve Contribution |
| Miscellaneous Revenue |
| Designated reserves |

|  |
| --- |
| $89,209 |
| $0 |
| $148,399 |

|  |
| --- |
| $0 |
| $7,000 |
| $48,859 |

|  |
| --- |
| $89,209 |
| $0 |
| $0 |

|  |
| --- |
| $89,209 |
| $7,000 |
| $48,859 |

|  |
| --- |
| $135,000 |
| $0 |
| $121,949 |

**TOTAL REVENUES $237,608 $55,859 $89,209 $145,068 $256,949**

***Expenditures***

|  |
| --- |
| Reserve for Capital - R&R |
| Other Charges |

|  |
| --- |
| $0 |
| $600 |

|  |
| --- |
| $22,556 |
| $328 |

|  |
| --- |
| $0 |
| $235 |

|  |
| --- |
| $22,556 |
| $563 |

|  |
| --- |
| $0 |
| $600 |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL EXPENDITURES** | **$600** |  | **$22,885** |  | **$235** |  | **$23,119** |  | **$600** |
| **ASSIGNED FUND BALANCE** | **$237,008** |  | **$32,974** |  | **$88,975** |  | **$121,949** |  | **$256,349** |

**Capital Region**

**Community Development District Debt Service Fund**

**Series 2013 Capital Improvement Refunding Bonds**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Adopted**  **Budget** |  | **Actual**  **Thru** |  | **Projected**  **Next** |  | **Total**  **Projected** |  | **Proposed**  **Budget** |
| **Description** |  | **FY 2021** |  | **4/30/2021** |  | **5 Months** |  | **9/30/2021** |  | **FY 2022** |
| ***Revenues*** |  |  |  |  |  |  |  |  |  |  |
| Special Assessment - Tax Collector |  | $862,173 |  | $857,884 |  | $4,564 |  | $862,448 |  | $862,173 |
| Interest Income |  | $2,500 |  | $165 |  | $118 |  | $283 |  | $200 |
| Carry Forward Surplus (1) |  | $351,184 |  | $351,276 |  | $0 |  | $351,276 |  | $342,295 |
| **TOTAL REVENUES** |  | **$1,215,857** |  | **$1,209,325** |  | **$4,682** |  | **$1,214,008** |  | **$1,204,668** |
| ***Expenditures*** |  |  |  |  |  |  |  |  |  |  |
| Interest - 11/1 |  | $205,856 |  | $205,856 |  | $0 |  | $205,856 |  | $195,475 |
| Special Call - 11/1 |  | $0 |  | $5,000 |  | $0 |  | $5,000 |  | $0 |
| Interest - 5/1 |  | $205,856 |  | $0 |  | $205,856 |  | $205,856 |  | $195,475 |
| Principal - 5/1 |  | $455,000 |  | $0 |  | $455,000 |  | $455,000 |  | $480,000 |
| **TOTAL EXPENDITURES** |  | **$866,713** |  | **$210,856** |  | **$660,856** |  | **$871,713** |  | **$870,950** |
| **EXCESS REVENUES OVER EXPENDITURES** |  | **$349,144** |  | **$998,469** |  | **($656,174)** |  | **$342,295** |  | **$333,718** |

(1) Carry Forward Surplus is net of Reseve requirement

11/1/2022 - Interest

Series 2013 $184,195

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Lot Size | # of Units | Per Unit  Amount | Gross  Assessments | Net  Assessments |
| Apartments | 486 | $359 | $174,421 | $162,211 |
| \*Towns | 82 | $327 | $26,828 | $24,950 |
| 40s | 153 | $382 | $58,516 | $54,420 |
| *\*55s* | 107 | $464 | $49,650 | $46,175 |
| \*65s | 127 | $573 | $72,743 | $67,651 |
| \*75s | 56 | $655 | $36,694 | $34,125 |
| 85s | 77 | $710 | $54,642 | $50,817 |
| \*100s | 40 | $818 | $32,736 | $30,444 |
| \*1/2 Ac | 73 | $982 | $71,717 | $66,697 |
| \*1Ac | 3 | $1,282 | $3,847 | $3,578 |
| Epoch Apls (Acres) | 1 | $3,806 | $5,386 | $5,009 |
| Blended Commercial | 113 | $6,321 | $339,888 | $316,095 |
| Total | 1318 |  | $927,067 | $862,173 |

\* Certain Units have a lower debt per unit amount

|  |
| --- |
| **Series 2013 Capital Improvement Refunding Bonds** |
| **A1 Term Bonds Due 5/1/2031** |
| **Debt Amortization** |

**Date Principal Interest Principal Balance Calendar Year**

|  |
| --- |
|  |
| 11/01/21 $195,475.00 $6,980,000.00 $856,331.25 |
| 05/01/22 $480,000.00 $195,475.00 $6,500,000.00 |
| 11/01/22 $184,195.00 $6,500,000.00 $859,670.00 |
| 05/01/23 $500,000.00 $184,195.00 $6,000,000.00 |
| 11/01/23 $172,070.00 $6,000,000.00 $856,265.00 |
| 05/01/24 $530,000.00 $172,070.00 $5,470,000.00 |
| 11/01/24 $158,687.50 $5,470,000.00 $860,757.50 |
| 05/01/25 $550,000.00 $158,687.50 $4,920,000.00 |
| 11/01/25 $144,250.00 $4,920,000.00 $852,937.50 |
| 05/01/26 $585,000.00 $144,250.00 $4,335,000.00 |
| 11/01/26 $127,431.25 $4,335,000.00 $856,681.25 |
| 05/01/27 $620,000.00 $127,431.25 $3,715,000.00 |
| 11/01/27 $109,606.25 $3,715,000.00 $857,037.50 |
| 05/01/28 $660,000.00 $109,606.25 $3,055,000.00 |
| 11/01/28 $90,631.25 $3,055,000.00 $860,237.50 |
| 05/01/29 $695,000.00 $90,631.25 $2,360,000.00 |
| 11/01/29 $70,650.00 $2,360,000.00 $856,281.25 |
| 05/01/30 $740,000.00 $70,650.00 $1,620,000.00 |
| 11/01/30 $48,450.00 $1,620,000.00 $859,100.00 |
| 05/01/31 $785,000.00 $48,450.00 $835,000.00 |
| 11/01/31 $24,900.00 $835,000.00 $858,350.00 |
| 05/01/32 $830,000.00 $24,900.00 $5,000.00 $854,900.00 |

totals  **$6,975,000.00 $2,652,692.50 $10,288,548.75**

|  |
| --- |
| **Debt Service Fund** |
| **Series 2018A1 Capital Improvement Revenue Refunding Bonds** |

**Description**

|  |
| --- |
| **Adopted** |
| **Budget** |
| **FY 2021** |

|  |
| --- |
| **Actual** |
| **Thru** |
| **4/30/2021** |

|  |
| --- |
| **Projected** |
| **Next** |
| **5 Months** |

|  |
| --- |
| **Total** |
| **Projected** |
| **9/30/2021** |

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2022** |

|  |
| --- |
| ***Revenues*** |
| Special Assessment - Tax Collector |
| Special Assessment - Direct |
| Interest Income |
| Carry Forward Surplus (1) |

|  |
| --- |
| $220,083 |
| $1,086,011 |
| $50 |
| $393,071 |

|  |  |
| --- | --- |
| $220,083 | $301,499 |
| $1,086,011 | $702,970 |
| $2,500 | $31 |
| $397,549 | $398,089 |

|  |
| --- |
| $1,741 |
| $300,006 |
| $22 |
| $0 |

|  |
| --- |
| $303,240 |
| $1,002,976 |
| $53 |
| $398,089 |

**TOTAL REVENUES $1,706,143 $1,402,589 $301,769 $1,704,358 $1,699,214**

***Expenditures***

|  |
| --- |
| Interest - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $391,131 |
| $391,131 |
| $530,000 |

|  |
| --- |
| $390,644 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $390,644 |
| $530,000 |

|  |
| --- |
| $390,644 |
| $390,644 |
| $530,000 |

|  |
| --- |
| $379,469 |
| $379,469 |
| $550,000 |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL EXPENDITURES** | **$1,312,263** |  | **$390,644** |  | **$920,644** |  | **$1,311,288** |  | **$1,308,938** |
| **EXCESS REVENUES OVER EXPENDITURES** | **$393,881** |  | **$1,011,945** |  | **($618,875)** |  | **$393,071** |  | **$390,277** |

(1) Carry Forward Surplus is net of Reseve requirement

|  |
| --- |
| 11/1/2022 - Interest |
| Series 2018A1 $368,125 |

|  |
| --- |
| **Capital Region** |
| **Community Development District** |

|  |
| --- |
| **Series 2018A1 Capital Improvement Revenue Refunding Bonds** |
| **Debt Amortization** |

|  |  |  |
| --- | --- | --- |
| **Date Principal Interest** | **Coupons** | **Principal Balance Calendar Year** |

|  |
| --- |
| 11/01/21 $379,468.75 $15,360,000.00 $379,468.75 |
| 05/01/22 $550,000.00 $379,468.75 4.125% $15,360,000.00 |
| 11/01/22 $368,125.00 $14,810,000.00 $1,297,593.75 |
| 05/01/23 $575,000.00 $368,125.00 4.125% $14,810,000.00 |
| 11/01/23 $356,265.63 $14,235,000.00 $1,299,390.63 |
| 05/01/24 $600,000.00 $356,265.63 4.625% $14,235,000.00 |
| 11/01/24 $342,390.63 $13,635,000.00 $1,298,656.25 |
| 05/01/25 $630,000.00 $342,390.63 4.625% $13,635,000.00 |
| 11/01/25 $327,821.88 $13,005,000.00 $1,300,212.50 |
| 05/01/26 $660,000.00 $327,821.88 4.625% $13,005,000.00 |
| 11/01/26 $312,559.38 $12,345,000.00 $1,300,381.25 |
| 05/01/27 $690,000.00 $312,559.38 4.625% $12,345,000.00 |
| 11/01/27 $296,603.13 $11,655,000.00 $1,299,162.50 |
| 05/01/28 $720,000.00 $296,603.13 4.625% $11,655,000.00 |
| 11/01/28 $279,953.13 $10,935,000.00 $1,296,556.25 |
| 05/01/29 $760,000.00 $279,953.13 5.125% $10,935,000.00 |
| 11/01/29 $260,478.13 $10,175,000.00 $1,300,431.25 |
| 05/01/30 $800,000.00 $260,478.13 5.125% $10,175,000.00 |
| 11/01/30 $239,978.13 $9,375,000.00 $1,300,456.25 |
| 05/01/31 $840,000.00 $239,978.13 5.125% $9,375,000.00 |
| 11/01/31 $218,453.13 $8,535,000.00 $1,298,431.25 |
| 05/01/32 $885,000.00 $218,453.13 5.125% $8,535,000.00 |
| 10/31/32 $195,775.00 $7,650,000.00 $1,299,228.13 |
| 05/01/33 $930,000.00 $195,775.00 5.125% $7,650,000.00 |
| 11/01/33 $171,943.75 $6,720,000.00 $1,297,718.75 |
| 05/01/34 $980,000.00 $171,943.75 5.125% $6,720,000.00 |
| 11/01/34 $146,831.25 $5,740,000.00 $1,298,775.00 |
| 05/01/35 $1,030,000.00 $146,831.25 5.125% $5,740,000.00 |
| 11/01/35 $120,437.50 $4,710,000.00 $1,297,268.75 |
| 04/30/36 $1,085,000.00 $120,437.50 5.125% $4,710,000.00 |
| 10/31/36 $92,634.38 $3,625,000.00 $1,298,071.88 |
| 05/01/37 $1,145,000.00 $92,634.38 5.125% $3,625,000.00 |
| 10/31/37 $63,293.75 $2,480,000.00 $1,300,928.13 |
| 05/01/38 $1,205,000.00 $63,293.75 5.125% $2,480,000.00 |
| 11/01/38 $32,415.63 $1,275,000.00 $1,300,709.38 |
| 05/01/39 $1,265,000.00 $32,415.63 5.125% $1,275,000.00 $1,297,415.63 |

totals **$15,350,000.00 $8,410,856.25 $23,760,856.25**

|  |
| --- |
| **Capital Region** |
| **Community Development District** |

|  |
| --- |
| **Debt Service Fund** |
| **Series 2018A2 Capital Improvement Revenue Refunding Bonds** |

**Description**

|  |
| --- |
| **Adopted** |
| **Budget** |
| **FY 2021** |

|  |
| --- |
| **Actual** |
| **Thru** |
| **4/30/2021** |

|  |
| --- |
| **Projected** |
| **Next** |
| **5 Months** |

|  |
| --- |
| **Total** |
| **Projected** |
| **9/30/2021** |

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2022** |

|  |
| --- |
| ***Revenues*** |
| Special Assessment - Tax Collector |
| Interest Income |
| Carry Forward Surplus (1) |

|  |  |  |
| --- | --- | --- |
| $273,055 |  | $264,334 |
| $2,500 |  | $9 |
| $57,226 |  | $57,700 |

|  |
| --- |
| $106 |
| $5 |
| $0 |

|  |
| --- |
| $264,440 |
| $14 |
| $57,700 |

|  |
| --- |
| $281,879 |
| $0 |
| $48,586 |

**TOTAL REVENUES $332,781 $322,043 $111 $322,153 $330,465**

***Expenditures***

|  |
| --- |
| Interest - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $51,899 |
| $51,899 |
| $170,000 |

|  |
| --- |
| $51,784 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $51,784 |
| $170,000 |

|  |
| --- |
| $51,784 |
| $51,784 |
| $170,000 |

|  |
| --- |
| $48,278 |
| $48,278 |
| $175,000 |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL EXPENDITURES** | **$273,798** |  | **$51,784** |  | **$221,784** |  | **$273,568** |  | **$271,556** |
| **EXCESS REVENUES OVER EXPENDITURES** | **$58,984** |  | **$270,259** |  | **($221,673)** |  | **$48,586** |  | **$58,909** |

(1) Carry Forward Surplus is net of Reseve requirement

|  |
| --- |
| 11/1/2022 - Interest |
| Series 2018A2 $44,888 |

|  |
| --- |
| **Capital Region** |
| **Community Development District** |

|  |
| --- |
| **Series 2018A2 Capital Improvement Revenue Refunding Bonds** |
| **Debt Amortization** |

|  |  |  |
| --- | --- | --- |
| **Date Principal Interest** | **Coupons** | **Principal Balance Calendar Year** |

|  |
| --- |
| 11/01/21 $48,278.13 $2,160,000.00 $48,278.13 |
| 05/01/22 $175,000.00 $48,278.13 3.875% $2,160,000.00 |
| 11/01/22 $44,887.50 $1,985,000.00 $268,165.63 |
| 05/01/23 $180,000.00 $44,887.50 3.875% $1,985,000.00 |
| 11/01/23 $41,400.00 $1,805,000.00 $266,287.50 |
| 05/01/24 $190,000.00 $41,400.00 4.600% $1,805,000.00 |
| 11/01/24 $37,030.00 $1,615,000.00 $268,430.00 |
| 05/01/25 $200,000.00 $37,030.00 4.600% $1,615,000.00 |
| 11/01/25 $32,430.00 $1,415,000.00 $269,460.00 |
| 05/01/26 $210,000.00 $32,430.00 4.600% $1,415,000.00 |
| 11/01/26 $27,600.00 $1,205,000.00 $270,030.00 |
| 05/01/27 $220,000.00 $27,600.00 4.600% $1,205,000.00 |
| 11/01/27 $22,540.00 $985,000.00 $270,140.00 |
| 05/01/28 $230,000.00 $22,540.00 4.600% $985,000.00 |
| 11/01/28 $17,250.00 $755,000.00 $269,790.00 |
| 05/01/29 $240,000.00 $17,250.00 4.600% $755,000.00 |
| 11/01/29 $11,730.00 $515,000.00 $268,980.00 |
| 05/01/30 $250,000.00 $11,730.00 4.600% $515,000.00 |
| 11/01/30 $5,980.00 $265,000.00 $267,710.00 |
| 05/01/31 $260,000.00 $5,980.00 4.600% $265,000.00 $265,980.00 |

totals **$2,155,000.00 $578,251.25 $2,733,251.25**

|  |
| --- |
| **Capital Region** |
| **Community Development District** |

|  |
| --- |
| **Debt Service Fund** |
| **Series 2021 Capital Improvement Revenue Refunding Bonds** |

**Description**

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2021** |

|  |
| --- |
| **Actual** |
| **Thru** |
| **4/30/2021** |

|  |
| --- |
| **Projected** |
| **Next** |
| **5 Months** |

|  |
| --- |
| **Total** |
| **Projected** |
| **9/30/2021** |

|  |
| --- |
| **Proposed** |
| **Budget** |
| **FY 2022** |

|  |
| --- |
| ***Revenues*** |
| Special Assessment - Tax Collector |
| Interest Income |
| Carry Forward Surplus (1) |

|  |  |  |
| --- | --- | --- |
| $13,012 |  | $0 |
| $0 |  | $0 |
| $0 |  | $0 |

|  |
| --- |
| $13,012 |
| $0 |
| $0 |

|  |
| --- |
| $13,012 |
| $0 |
| $0 |

|  |
| --- |
| $328,944 |
| $0 |
| $55,342 |

**TOTAL REVENUES $13,012 $0 $13,012 $13,012 $384,286**

***Expenditures***

|  |
| --- |
| Interest - 11/1 |
| Interest - 5/1 |
| Principal - 5/1 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $0 |
| $0 |
| $0 |

|  |
| --- |
| $43,944 |
| $35,000 |
| $250,000 |

**TOTAL EXPENDITURES $0 $0 $0 $0 $328,944 OTHER FINANCING SOURCES AND USES**

$0

|  |
| --- |
| Bond Proceed |
| Interfund Transfer In / (Out) |

|  |
| --- |
| $2,614,006 |
| ($2,571,676) |

|  |
| --- |
| $2,614,006 |
| ($2,571,676) |

|  |
| --- |
| $2,614,006 |
| ($2,571,676) |

|  |
| --- |
| $0 |
| $0 |

$0

**TOTAL OTHER FINANCING SOURCES AND USES $42,330 $42,330 $0 $42,330 $0**

**EXCESS REVENUES OVER EXPENDITURES $55,342 $42,330 $13,012 $55,342 $55,342**

(1) Carry Forward Surplus is net of Reseve requirement

|  |
| --- |
| 11/1/2022 - Interest |
| Series 2021 $31,875 |

|  |
| --- |
| **Capital Region** |
| **Community Development District** |

|  |
| --- |
| **Series 2021 Capital Improvement Revenue Refunding Bonds** |
| **Debt Amortization** |

|  |  |  |
| --- | --- | --- |
| **Date Principal Interest** | **Coupons** | **Principal Balance Calendar Year** |

|  |
| --- |
| 11/01/21 $43,944.44 2.50% $2,800,000.00 $43,944.44 |
| 05/01/22 $250,000.00 $35,000.00 2.50% $2,800,000.00 |
| 11/01/22 $31,875.00 2.50% $2,550,000.00 $316,875.00 |
| 05/01/23 $255,000.00 $31,875.00 2.50% $2,550,000.00 |
| 11/01/23 $28,687.50 2.50% $2,295,000.00 $315,562.50 |
| 05/01/24 $260,000.00 $28,687.50 2.50% $2,295,000.00 |
| 11/01/24 $25,437.50 2.50% $2,035,000.00 $314,125.00 |
| 05/01/25 $270,000.00 $25,437.50 2.50% $2,035,000.00 |
| 11/01/25 $22,062.50 2.50% $1,765,000.00 $317,500.00 |
| 05/01/26 $275,000.00 $22,062.50 2.50% $1,765,000.00 |
| 11/01/26 $18,625.00 2.50% $1,490,000.00 $315,687.50 |
| 05/01/27 $285,000.00 $18,625.00 2.50% $1,490,000.00 |
| 11/01/27 $15,062.50 2.50% $1,205,000.00 $318,687.50 |
| 05/01/28 $290,000.00 $15,062.50 2.50% $1,205,000.00 |
| 11/01/28 $11,437.50 2.50% $915,000.00 $316,500.00 |
| 05/01/29 $295,000.00 $11,437.50 2.50% $915,000.00 |
| 11/01/29 $7,750.00 2.50% $620,000.00 $314,187.50 |
| 05/01/30 $305,000.00 $7,750.00 2.50% $620,000.00 |
| 11/01/30 $3,937.50 2.50% $315,000.00 $316,687.50 |
| 05/01/31 $315,000.00 $3,937.50 2.50% $315,000.00 $318,937.50 |

totals **$2,800,000.00 $408,694.44 $3,208,694.44**

# *SEVENTH ORDER OF BUSINESS*

**Mailing Address**

Post Office Box 1835 Tallahassee, Florida 32302-1835

(850) 606-4700

[**www.lcontaxcollcctor.net**](http://www.lcontaxcollcctor.net/)

GMS



April 8, 2021

**Main Office**

Metropolitan Administrative O ffice 1276 Metropolitan Blvd., Suite 102

Tallahassee, FL 32312

**(Overnight/Express Mail Accepted)**

**ECEIVEn**

***u***

*f•.* f: U 2021

For: Capital Region Community Development District Attn: Sarah Sweeting

475 West Town Place, Suite 114 St. Augustine, FL 32092

RE: 2021 - Capital Region CDD Uniform Method for Collection Dear Ms. Sweeting:

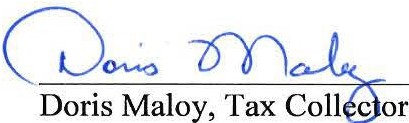
..,.,.."",..,.,.. .......'"'

This document will serve as an Agreement with the Tax Collector's Office for an annual compensation or commission at 3% of the amount of non-ad valorem assessments collected and distributed. This Agreement shall be in place for the Capital Region CDD Assessment Roll for the year 2021.



This is the Agreement intended by the Tax Collector's Office. Please execute below and return the original to this office.

Sincerely,



AGREED this Bt h dayof April , 2021.

Signature of Chairman

Capital Region Community Development District

**Service Centers:** 1276 Metropolitan Boulevard, Suite 102; 3840 N. Monroe Street, Suite 102; 2900 Apalachee Parkway; 3477 S. Monroe Street

**(Mail Not Accepted At These Locations)**

# *EIGHTH ORDER OF BUSINESS*

**PROPERTY ACCESS AGREEMENT BY AND BETWEEN THE CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT AND GATE PETROLEUM COMPANY**

This CONDITIONAL PROPERTY ACCESS AGREEMENT (the "Agreement") is made as of the\_ day of May, 2021, by and between Capital Region Community Development District ("Owner"), and Gate Petroleum Company.

**RECITALS**

WHEREAS, Owner owns that certain parcel (Parcel Id. No. 311627-0003) of real property located at 3571 S. Blair Stone Rd, Tallahassee, Florida (the "Property"), as more particularly depicted in Exhibit "A" attached hereto; and

WHEREAS, there was a release of petroleum or petroleum products ("Release") on adjacent property owned by Gate ("Facility"); and

WHEREAS, the Florida Department of Environmental Protection ("FDEP") Facility Identification Number for the Facility is 9805682; and

WHEREAS, Gate Petroleum Company wishes to enter the Property to install two groundwater monitoring wells (IW-4 and DW-8) in the location identified on Exhibit "A" and perform sampling activities associated with the assessment of petroleum or petroleum products on the Property from the Release; and

NOW, THEREFORE, in consideration of the mutual agreements contained herein and other valuable consideration the receipt and sufficiency of which is hereby acknowledged, Owner and Gate Petroleum Company hereby agree as follows:

1. **Grant of Access.** Owner hereby conditionally grants to Gate Petroleum Company and its environmental consultant and subcontractor (collectively "Gate") a limited right of access to enter upon the Property for the purpose of installing groundwater monitoring wells in the locations identified on Exhibit "A" and performing sampling activities associated with the assessment of petroleum or petroleum products on the Property (the "Work").
2. **Duration and Termination of Access.** Conditional access shall be allowed upon the execution of this Agreement. This Agreement shall continue for twelve (12) months at which time it will expire unless extended in writing by Owner and Gate. In the event Gate breaches any covenant or obligation under this Agreement and such breach is not cured to the reasonable satisfaction of Owner within five (5) days after receipt of notice thereof, Owner may terminate this Agreement and revoke the access granted herein upon delivery of notice to Gate, and take all . other action authorized by law or pursuant to this Agreement to remedy said breach.
3. **Covenants of Gate.**
   1. It is understood that Gate will perform the Work at no cost to Owner and that Owner is not responsible for paying Gate for the performance of the Work. Gate

shall obtain all licenses, approvals, certificates and permits for the performance of the Work. The Work undertaken at the Property shall be conducted in accordance with Chapter 62-780, Florida Administrative Code, standards customarily employed in the industry, and in an expeditious, safe and diligent manner. The Work shall be performed in accordance with all applicable federal, state and local laws, ordinances, rules and regulations in force and effect during the implementation and completion of the Work. By execution of this Agreement, Owner is not assuming or otherwise accepting responsibility for the contamination or conditions at the Property, and Owner does not waive any defenses, claims, rights or remedies in connection with any contamination at the Property.

* 1. Gate shall deliver notice to Owner at least forty-eight (48) hours prior to entry onto the Property, which notice shall describe in reasonable detail the Work to be performed, its location on the Property, and an estimate of the duration of the Work. Owner shall have the right to have a representative present and accompany Gate on the Property during access events.
  2. Gate shall control the dust, noise and other effects of the Work and related activities using appropriate methods customarily utilized in order to control the deleterious effects thereof, to Owner's satisfaction to the extent reasonable and still accomplish the work.
  3. Gate shall minimize any disruption or inconvenience caused by the Work and related activities to Owner, including but not limited to location of the groundwater monitoring wells and collection of the groundwater samples. The Work shall be conducted in a manner that will minimize interference with Owner's use of, access to or egress from the Property.
  4. Gate shall perform the Work at locations which do not unreasonably interfere with business activities of Owner, Owner's vendors, and employees during working hours.
  5. Gate shall allow Owner or its representatives to observe and monitor the performance of the Work. Owner shall have the right to obtain split samples to be provided by Gate. Any analysis, disposal, or other use of such split samples shall be the sole responsibility of Owner.
  6. Gate shall dispose of soil cuttings, any work materials and water generated in relation to the Work in accordance with applicable environmental laws. All soil cuttings, waste materials and development water generated during the Work shall be promptly removed from the Property. Owner shall not be considered the generator of such materials.
  7. Gate shall bring the Property as nearly as practicable to the conditions which existed before activities associated with the Work were taken.
  8. Gate shall permanently abandon any groundwater monitoring wells installed on the Property in strict conformance with the requirements of the Northwest Florida Water Management District and FDEP. Gate shall provide Owner a copy of the Well Abandonment Report confirming the proper abandonment of the groundwater monitoring wells.

1. **Covenants of the Property Owner.** Owner shall notify Gate in accordance with Section 1O(f) of this agreement prior to commencement of any construction or other site work that may damage or destroy any part of the monitoring well(s) installed at the Property so that Gate has an opportunity to take necessary actions to remove, protect, properly abandon and/or repair or replace the well(s), as applicable.
2. **Information Sharing.** Gate shall provide Owner with all data collected by Gate, including but not limited to laboratory analysis, chain of custody records, notes, and reports reflecting sampling and analysis resulting from the Work. Gate shall provide such data to Owner by providing Owner an electronic copy of the laboratory test results and an electronic copy of the report submitted to FDEP.
3. **Insurance.** Prior to commencing and at all times during the performance of the Work, Gate shall maintain insurance (and shall cause their subcontractors to maintain) the following insurance coverage: Worker's Compensation and Employer's Liability Insurance at the statutory amount; Commercial General Liability ("CGL") Insurance with limits of Two Million Dollars ($2,000,000.00) for Bodily Injury (including contractual) and Two Million Dollars ($2,000,000.00) for Property Damage (including contractual); Comprehensive Automobile Liability Insurance (owned, non-owned and hired) with a combined single limit of Five Hundred Thousand Dollars ($500,000.00); and Professional Errors and Omissions Insurance with limits of One Million Dollars ($1,000,000.00) per incident and in the aggregate. Owner shall be added as an additional insured to the CGL policy and such policy shall be considered primary insurance without recourse to or contribution from any similar insurance carried by Owner. Gate shall deliver certificates of insurance to Owner evidencing the existence of such policy prior to the commencement of any Work.
4. **Indemnity.** Gate shall indemnify, hold harmless and defend Owner from and against any and all claims, demands, liabilities, causes of action, losses, costs, damages and expenses (including reasonable attorney's fees and expenses and court costs) that may be asserted against or incun-ed by Owner as a result of the Work, including: (i) the acts or omissions of Gate; (ii) violations or liens filed against the Property; (iii) personal injury, wrongful death, costs, expenses or property damage; and (iv) injunctive relief or other claims sought by any governmental authorities or third parties in relation to the Release or the Work. Gate shall not be required to indemnify Owner for claims, liabilities, damages, losses or expenses caused by wrongful acts or omission of Owner. Gate further agrees that nothing herein shall constitute or be construed as a waiver of the Owner's limitations on liability contained in Section 768.28, Florida Statutes, or other statute. The provisions of this paragraph shall survive the termination

of this Agreement.

1. **No Admission.** The granting of the limited right of access herein by Owner is not intended, and shall not be construed, as an admission of liability or responsibility on the part of Owner or the Owner's successors and assigns for any contamination or environmental conditions which may be discovered on the Property.
2. **Intentionally omitted.**
3. **Miscellaneous.**
   1. Entire Agreement. This Agreement shall constitute the entire agreement between the parties regarding the conditional grant of access to Gate for the purposes herein. No modification, amendment or waiver of the terms and conditions of this Agreement shall be binding upon Owner or Gate unless approved in writing by an authorized representative of Owner and Gate.
   2. Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any action or proceeding arising from or relating to this Agreement shall be in the appropriate Florida court having jurisdiction located in Leon County, Florida.
   3. Severability. Any provision of this Agreement that is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof.
   4. Representations. Each of the parties hereto represents and warrants to the other that the party executing this Agreement has the authority to do so knowing that each of the other parties to this Agreement are acting in reliance upon such representation. The provisions of this Section shall survive the termination of this Agreement.
   5. Counterparts: This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Signature and ac owledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one (1) document.
   6. Notices. Any notice, demand, request, payment or other communication which any party hereto maybe required or may desire to give hereunder shall be in writing and shall be deemed to have been properly given (a) if hand received, (b) if received via United States mail service or other reliable express courier service, or (c) if sent via facsimile or e-mail to the addresses set forth below:

Notice to Owner: U.S. Mail: Capital Region Community Development

District

475 West Town Place,

World GolfVillage St. Augustine, Florida Attn: District Manager

With Copy To:

Notice to Gate:

With Copy To:

U.S. Mail:

Email:

U.S. Mail:

Email:

U.S. Mail:

Email:

Hopping Green & Sams PA 119 South Monroe Street Tallahassee, Florida 32301 Attn: Joseph Brown [josephb@hgslaw.com](mailto:josephb@hgslaw.com)

Gate Petroleum Company 9540 San Jose Boulevard Jacksonville, Florida 32257 Attn: Marlene Talley [MTalley@gatepetro.com](mailto:MTalley@gatepetro.com)

Driver, McAfee, Hawthome & Diebenow, PLLC

One Independent Drive, Suite 1200 Jacksonville, Florida 32202

Attn: Trey Mills

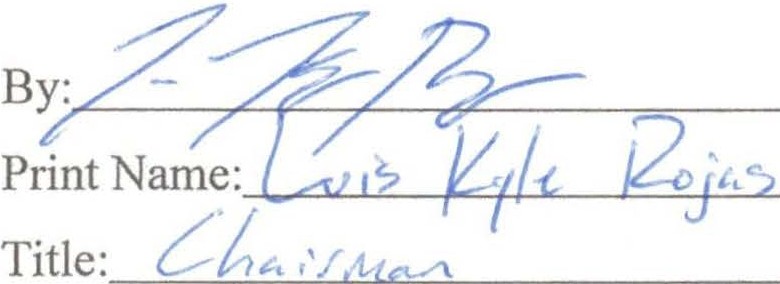
[**tmills@drivermcafee.com**](mailto:tmills@drivermcafee.com)

* 1. Enforcement. In the event that either the Owner or Gate is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties have executed this Prope1ty Access Agreement under the seal of the date first above written.

**CAPITAL REGION COMMUNITY DEVELOPMENT DISTRICT**



**GATE PETROLEUM COMPANY**

**By:*4- f/,ttuf/fri,***

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Title: *Vt Cb* ***pf{e,7 i !>€N r***

**Exhibit A** - **Figure**

EXHIBIT "A"

LEGAL DESCRIPTION OF PROPERTY

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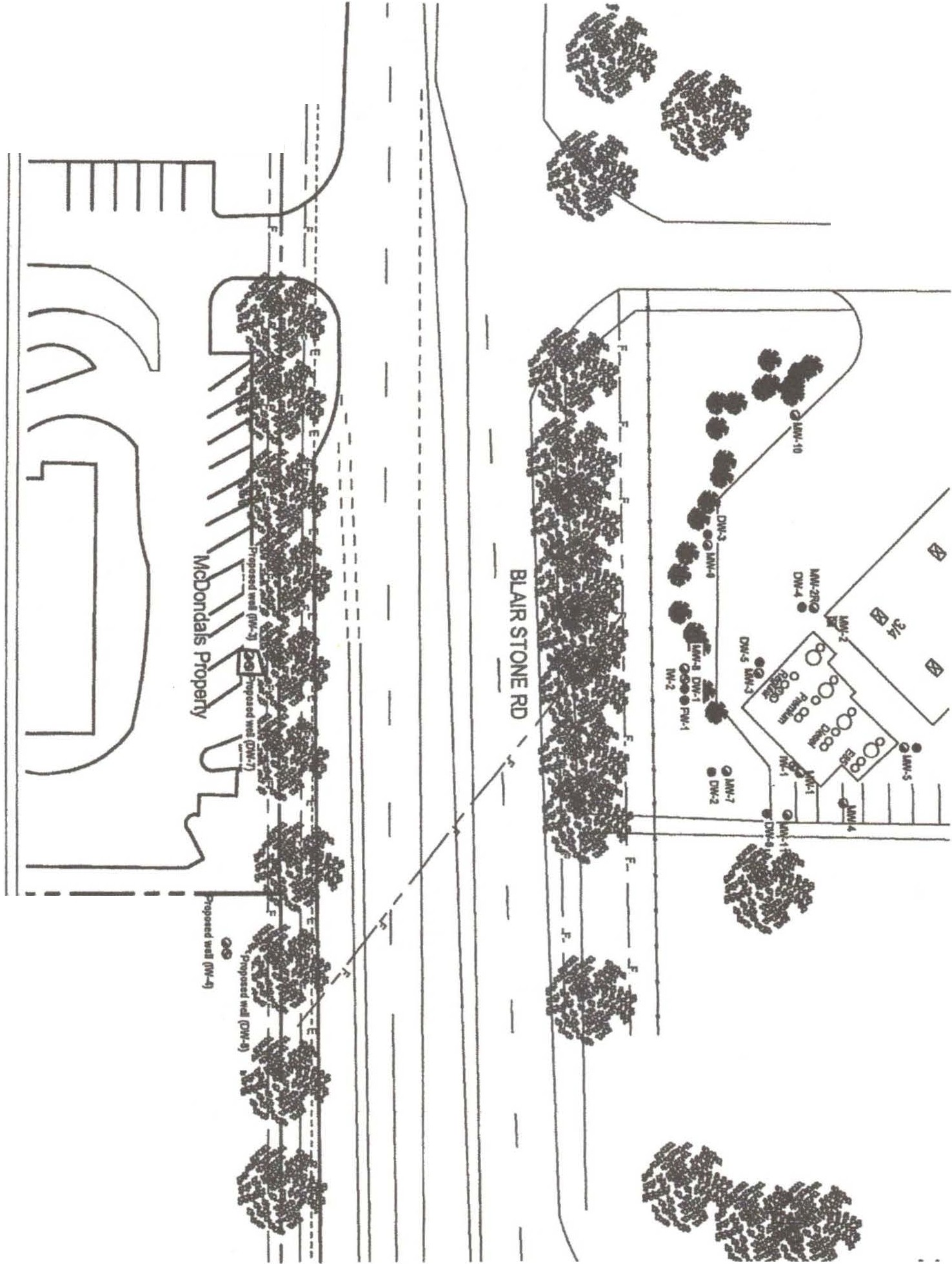
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*NINTH ORDER OF BUSINESS*

*C.*

*1.*



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| --- | --- | --- | --- | --- |
| **Monday**  **3/29/21** | **Tuesday**  **3/30/21** | **Wednesday**  **3/31/21** | **Thursday**  **4/1/21** | **Friday**  **4/2/21** |
|  |  |  |  |  |

**Weather of the Week**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hi 74°F Lo 58°F | Hi 78°F Lo 60°F | Hi 85°F Lo 62°F | Hi 67°F Lo 49°F | Hi 63°F Lo 39°F |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Maintenance** | | | | |
| Bermuda Plot (CP) Orange Ave  UNIT 23:Parks, Ponds & Green Spaces  UNIT 29:Orange Ave (Mossy Creek to Four Oaks) Unit 32:Orange Ave |  | Bermuda Plot (CP) LSF-7:Biltmore ROW LSF-7:FL263  UNIT 1:Mulberry Park Blvd UNIT 16:Poe Park  UNIT 27:New Village | UNIT 31:FL070  UNIT 31:FL170 & Buffer UNIT 31:Jasmine Hill  UNIT 31:Parks, Green Space, Rows, Lift Station Unit 32:Coneflower ROW  Unit 32:Jasmine Hill Unit 32:Lantana Lane Unit 32:Overcup Way  Unit 32:Park (off Mossy & Coneflower) | Central Park:Park Crossing Trail Park UNIT 14:Buffers  UNIT 20:Esplanade North (Unit 20)  UNIT 37:Esplanade Nature Trail UNIT 37:Green Space |

**Standard Maintenance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  | UNIT 20:WD162 on Esplanade North |

**Debris Cleanup**

Trees - Remove sucker growth

Trees - Remove sucker growth

**Pruning**

UNIT 23:Parks, Ponds & Green Spaces

**IPM**

**Fertilizer:** 0-0-62

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

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Four Oaks Blvd (Units 1,17,29) |  | Four Oaks Blvd (Units 1,17,29) |  |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
| FL080  Four Oaks Blvd (Units 1,17,29)  NON-UNIT:Schoolhouse Rd. & Biltmore Ext. Orange Ave  UNIT 2:Endicott Park UNIT 36:Bluff Oak Way WD090N (Pond) WD090S (Pond) WD290 (Pond) |  | Four Oaks Blvd (Units 1,17,29)  LSF-7  LSF-7:Biltmore ROW  NON-UNIT:FL040 - Mossy Creek UNIT 17:WD253  UNIT 31:Parks, Green Space, Rows, Lift Station |  |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
| FL080 |  | LSF-7 |  |  |
| NON-UNIT:Schoolhouse Rd. & Biltmore Ext. | LSF-7:Biltmore ROW |
| Orange Ave  UNIT 2:Endicott Park | NON-UNIT:FL040 - Mossy Creek  UNIT 17:WD253 |
| UNIT 36:Bluff Oak Way WD090N (Pond) WD090S (Pond) WD290 (Pond) |  |  |

**Irrigation**

**Irrigation Inspection**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Wet Test Artemis Way |  |  |
|  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

**Additional Contracted Work**

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Date | Description | Invoice Number |
| Unit #31  Central Park Preserve Area | 4/1  3/31 | Removal of Silt Fence  Mow & Knock Down Debris Removal of Vines & Tallow | 192898  192897 |

**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 troughout the district. Daily maintenance of trash cans troughout the district.

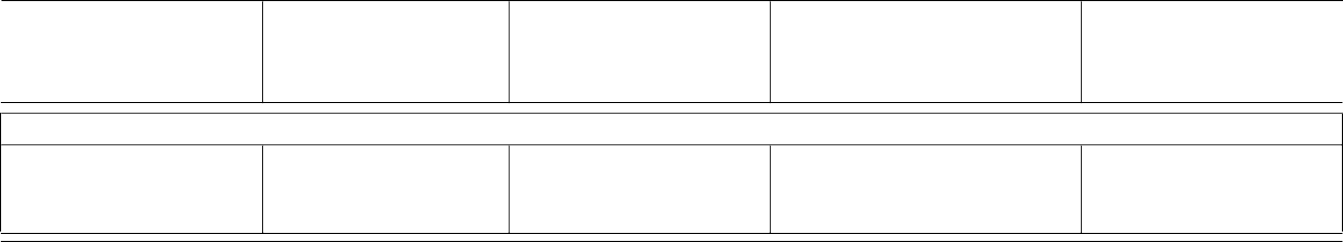
Daily blowing of Merchant's Row at Town Center and Tot Lot.

Weekly blowing and debris cleanup of Unit #10, Mossy Creek, Esplanade Trail, Barringer Hill Trail and Central Park Trails as needed.



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **4/5/21** | **4/6/21** | **4/7/21** | **4/8/21** | **4/9/21** |
|  |  |  |  |  |
| **Weather of the Week** |  |  |  |  |
| Hi 78°F Lo 49°F | Hi 81°F Lo 48°F | Hi 81°F Lo 50°F | Hi 67°F Lo 59 | Hi 77°F Lo 64°F |
|  |  |  |  |  |
| **Full Maintenance** |  |  |  |  |
| Blair Stone Rd (Units 5,17) | NON-UNIT:Goldenrod & FL162 | Biltmore Ave (Units 16,2,25) | Central Park:FL131 |  |
| Esplanade Way (Unit 5) | Shumard Oak Blvd (Units 3,5) | NON-UNIT:Schoolhouse Rd. & Biltmore Ext. | Central Park:Tot Lot |  |
| UNIT 1:Iberville Park | UNIT 1:Verdura Point Park | UNIT 2:Carollton Park | Hemingway Blvd & Trail (Units 2,4) |  |
| UNIT 10:Green Spaces (2) | UNIT 1:WD240 |  | Mossy Creek Lane (Units 4,6,9) |  |
| UNIT 18:Cummings Park | UNIT 10:Overlook Park |  | NON-UNIT:Schoolhouse Rd. & Biltmore Ext. |  |
| UNIT 5:Merchants Row | UNIT 10:Trails |  | UNIT 14:Green Space |  |
|  | UNIT 10:WD141 |  | UNIT 2:Butterfly Parks |  |
|  | UNIT 10:WD160 |  | UNIT 2:Newberry Parks |  |
|  | UNIT 19:Twain Park |  | UNIT 2:Tremont |  |
|  | UNIT 21 & Arch Site:Arch Site Conservation Area ( UNIT 29:Coneflower Park  UNIT 30:Woodland Fields Park  UNIT 5:Merchants Row UNIT 8:WD140 | Interior) | UNIT 21 & Arch Site  UNIT 25:Longfellow Park & Pocket Parks UNIT 26:Strolling Way Parks  UNIT 4:Grove Park Dr UNIT 7:Grove Park Dr |  |
| **Standard Maintenance** |  |  |  |  |
| UNIT 17:WD253 | NON-UNIT:Espl/Blair/Overlook Field | NON-UNIT:Merchants Row / Four Oaks Field | Central Park |  |
| UNIT 17:WD284 | NON-UNIT:FL040 - Mossy Creek | NON-UNIT:SB161 |  |  |
| UNIT 18:WD281 | NON-UNIT:Mossy Creek Nature Trail | UNIT 1:WD240 |  |  |
|  | UNIT 20:WD162 on Esplanade North |  |  |  |
| **Pruning** |  |  |  |  |
|  | Trees - Remove sucker growth | Trees - Remove sucker growth | Trees - Remove sucker growth |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  | **IPM** |  |  |
| **Fertilizer:** 0-0-62 |  |  |  |  |
| **Pre-Emergent:** Product used - Dit | Bermuda Plot (CP)  hiopyr 40WD |  | Blair Stone Rd (Units 5,17) |  |

UNIT 25:Longfellow Park & Pocket Parks UNIT 26:Strolling Way Parks



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

Blair Stone Rd (Units 5,17)

UNIT 25:Longfellow Park & Pocket Parks UNIT 26:Strolling Way Parks

**Irrigation**



**Irrigation Troubleshooting (In Contract)**



Controller

19

Unit Number

5

Date

4/6

Description

Valve Stuck

**Irrigation Repairs**



Controller

3

22

5

29 - New

Unit Number

1

16

3

Date

4/5

4/6

4/8

4/8

Description

Mainline Repair

Faulkner Sleeve Installation Zoneline Pipe Repair

Invoice Number

192904

192905

192914

Pipe Repair Valve Replaced Rain Sensor Instal 192915

|  |  |  |  |
| --- | --- | --- | --- |
| **Additional Contracted Work** |  | | |
| Unit | Date | Description | Invoice Number |
| all | 4/3 | replacement of Green & White Markers for Valve Boxes | 192903 |
| 19 | 4/7 | replace Doggie Pot Dispenser | 192911 |
|  | 4/12 | Overlook Nature Trail Head Remove Concrete | 192913 |
|  | 3/8 | 1st. Fungicide Treatment | 192921 |



**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 troughout the district. Daily maintenance of trash cans troughout 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.



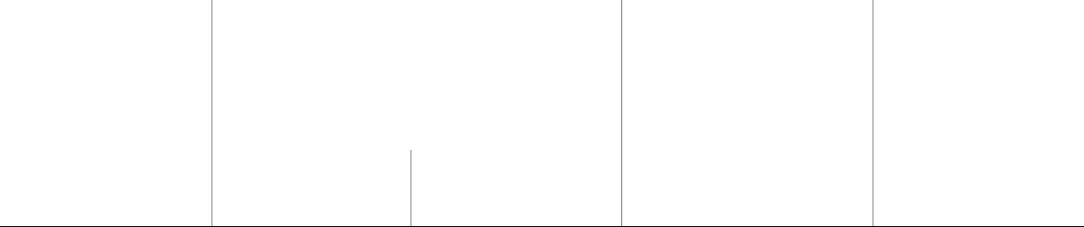




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| --- | --- | --- | --- | --- |
| **Monday**  **4/12/21** | **Tuesday**  **4/13/21** | **Wednesday**  **4/14/21** | **Thursday**  **4/15/21** | **Friday**  **4/16/21** |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Weather of the Week** |  | | | |
| Hi 83°F Lo 61°F | Hi 82°F Lo 60°F | Hi 81°F Lo 62°F | Hi 78°F Lo 58 | Hi 78°F Lo 58°F |
|  |  |  |  |  |
| **Full Maintenance** |  |  |  |  |
| Central Park:Park Crossing Trail Park  Four Oaks Blvd (Units 1,17,29) | Central Park  Four Oaks Blvd (Units 1,17,29) | Central Park | NON-UNIT:Schoolhouse Rd. & Biltmore Ext.  UNIT 31:Magnolia Park (Rows, Parks & Pond) | Central Park  Central Park:FL131 |
| NON-UNIT:Schoolhouse Rd. & Biltmore Ext. | NON-UNIT:Artemis Way |  | UNIT 35:Merchants Row West | Central Park:Tot Lot |
| Shumard Oak Blvd (Units 3,5)  UNIT 1:Verdura Point Park | Schoolhouse Rd (Units 3,4)  UNIT 1:Barringer Hill Nature Trail |  |  | Schoolhouse Rd (Units 3,4)  Shumard Oak Blvd (Units 3,5) |
| UNIT 18:Cummings Park UNIT 2:Tremont  UNIT 23:Parks, Ponds & Green Spaces  UNIT 23:Riverton Park (Four Oaks to Summertree) | UNIT 1:Mulberry Park Blvd UNIT 14:Avon Park  UNIT 16:Faulkner RoW  UNIT 16:Poe Park |  |  | UNIT 16:Faulkner RoW  UNIT 20:Esplanade North (Unit 20)  UNIT 23:Parks, Ponds & Green Spaces UNIT 37:Esplanade Nature Trail |

**Standard Maintenance**



UNIT 36:Bluff Oak Way UNIT 5:Drayton Drive

UNIT 7:Riverton (Grove Park to Four Oaks)

UNIT 16:Salinger & Sidewalk, Poe, Faulkner & Park UNIT 16:Salinger Way

UNIT 2:Endicott Park UNIT 4:Terrebone Dr.

UNIT 37:Green Space

UNIT 5:Four Oaks (Shumard to Tram)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park  Unit 17 Verdera Lake Green Spaces |  | NON-UNIT:TR230  UNIT 27:SW Field on CC UNIT 27:TR221A | Fl265 off Biltmore | CP Butterfly Garden  Unit 20 WD162 Esplanade North Unit 35 Merchants ROW West |
|  |

**Debris Cleanup**



UNIT 10:Overlook Park UNIT 10:Trails

Trees - Remove sucker growth

Trees - Remove sucker growth

**Pruning**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Detail service** | | | | |
| NON-UNIT:SB161 |  |  |  |  |



**IPM**

**Fertilizer:** 0-0-62

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Four Oaks Blvd (Units 1,17,29) | Four Oaks Blvd (Units 1,17,29) UNIT 1:Verdura Point Park |  |  |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Bermuda Plot (CP)  Four Oaks Blvd (Units 1,17,29) | Four Oaks Blvd (Units 1,17,29) UNIT 1:Verdura Point Park |  |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
|  | Four Oaks Blvd (Units 1,17,29)  UNIT 31:FL170 & Buffer  UNIT 31:Parks, Green Space, Rows, Lift Station Unit 32:Green Space  Unit 32:Overcup Way | Four Oaks Blvd (Units 1,17,29) UNIT 1:Verdura Point Park |  |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
|  | UNIT 31:FL170 & Buffer  UNIT 31:Parks, Green Space, Rows, Lift Station Unit 32:Green Space  Unit 32:Overcup Way |  |  |  |
|  |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Insecticide: Advion** | | | | |
|  | Ant Mounds | Ant Mounds |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

**Irrigation Troubleshooting (In Contract)**

|  |  |  |  |
| --- | --- | --- | --- |
| Controller | Unit Number | Date | Description |
| 20 | 36 | 4/16 | Clock Check Rain Sensor |
| 19 | 5 | 4/12 | Stuck Valve- Check Decoder- |
| **Irrigation Repairs** |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| 21  5 | 19  3 | 4/12  4/13 | Replace Valves Mainline Repair | 192926  192927 |

**Additional Contracted Work**

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Date | Description | Invoice Number |
| 30 - Rain Lilly Way | 4/19 | Fill Hole @ end of Drainage & Replace Asphalt | 19235 |



**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 troughout the district. Daily maintenance of trash cans troughout 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.



**Standard Maintenance**

UNIT 29:Orange Ave (Mossy Creek to Four Oaks) UNIT 16:Poe Park

Unit 32:Orange Ave UNIT 16:Salinger & Sidewalk, Poe, Faulkner & Park

UNIT 35:Merchants Row West UNIT 16:Salinger Way

UNIT 5:Drayton Drive UNIT 19:Twain Park UNIT 2:Endicott Park UNIT 29:Coneflower Park

UNIT 30:Woodland Fields Park

UNIT 35:Merchants Row Entry Feature UNIT 5:Merchants Row

UNIT 8:WD140

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Weather of the Week** |  | | | |
| Hi 77°F Lo 56°F | Hi 79°F Lo 55°F | Hi 78°F Lo 46°F | Hi 71°F Lo 48 | Hi 75°F Lo 62°F |
|  |  |  |  |  |
| **Full Maintenance** |  |  |  |  |
| Central Park:Park Crossing Trail Park | Esplanade Way (Unit 5) | Blair Stone Rd (Units 5,17) | Bermuda Plot (CP) | Central Park:FL131 |
| Esplanade Way (Unit 5) | LSF-7:Biltmore ROW | Hemingway Blvd & Trail (Units 2,4) | Blair Stone Rd (Units 5,17) | Central Park:Tot Lot |
| Shumard Oak Blvd (Units 3,5) | NON-UNIT:Goldenrod & FL162 | Mossy Creek Lane (Units 4,6,9) | Four Oaks Blvd (Units 1,17,29) | UNIT 20:Esplanade North (Unit 20) |
| Shumard Oaks Blvd West (Unit 35) | Schoolhouse Rd (Units 3,4) | UNIT 14:Green Space | UNIT 31:Parks, Green Space, Rows, Lift Station | UNIT 37:Esplanade Nature Trail |
| UNIT 1:Mulberry Park Blvd | UNIT 1:Barringer Hill Nature Trail | UNIT 2:Butterfly Parks | Unit 32:Alley Way | UNIT 37:Green Space |
| UNIT 10:New Dawn Park UNIT 14:Avon Park  UNIT 18:Cummings Park  UNIT 2:Tremont  UNIT 23:Parks, Ponds & Green Spaces UNIT 25:Longfellow Park & Pocket Parks  UNIT 26:Strolling Way Parks | UNIT 10:Green Spaces (2) UNIT 10:New Dawn Park  UNIT 10:Overlook Park UNIT 10:Trails  UNIT 10:WD141 UNIT 10:WD160  UNIT 16:FL230 | UNIT 2:Newberry Parks  UNIT 21 & Arch Site:Arch Site Exterior UNIT 4:Grove Park Dr  UNIT 7:Grove Park Dr | Unit 32:Green Space Unit 32:Jasmine Hill Unit 32:Lantana Lane Unit 32:Overcup Way  Unit 32:Park (off Mossy & Coneflower) |  |

**CRCDD Weekly 4-23-2021**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park UNIT 17:WD284 UNIT 18:WD281 | LSF-7:FL263  NON-UNIT:Espl/Blair/Overlook Field  UNIT 16:Salinger Drainage Easement (LF) UNIT 17:Shady View Pond (WD260)  UNIT 20:WD162 on Esplanade North UNIT 26:Mossy Creek Nature Trail Ext. | NON-UNIT:Merchants Row / Four Oaks Field NON-UNIT:SB111B  NON-UNIT:SB131 UNIT 1:WD240 UNIT 3:SB111A UNIT 31:FL070  UNIT 31:FL170 & Buffer | UNIT 31:FL070  UNIT 31:FL170 & Buffer | Central Park:Butterfly Garden NON-UNIT:FL040 - Mossy Creek  NON-UNIT:Mossy Creek Nature Trail UNIT 20:WD162 on Esplanade North  UNIT 5:Capital Circle SE Buffer |
| UNIT 5:Four Oaks (Shumard to Tram) |
| **Pruning** | | | | |
|  | Trees - Remove sucker growth | Trees - Remove sucker growth | Trees - Remove sucker growth |  |
|  |

**IPM**

**Fertilizer:** 10-0-10

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NON-UNIT:Artemis Way UNIT 1:Verdura Point Park |  |  |  |  |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NON-UNIT:Artemis Way UNIT 1:Verdura Point Park |  |  |  |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
| NON-UNIT:Artemis Way UNIT 1:Verdura Point Park |  |  | Four Oaks Blvd (Units 1,17,29) |  |
|  |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
|  |  |  | Four Oaks Blvd (Units 1,17,29) |  |
|  |  |

**Irrigation Inspection**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

**Irrigation Troubleshooting (In Contract)**

15

6

Wet Test

Turn Valves on Flowers Rec.Center Backflow

4/22

4/23

Orange CP

Date

Unit Number

Controller

**Irrigation**

Description

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Monday**  **4/19/21** | **Tuesday**  **4/20/21** | **Wednesday**  **4/21/21** | **Thursday**  **4/22/21** | **Friday**  **4/23/21** |
|  |  |  |  |  |

**Irrigation Repairs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| 25 & 26  25 & 26 | 27  27 | 4/20  4/23 | Irrigation Repair Cap Installation Replace Irrigation Valves | 192946  192947 |

**Additional Contracted Work**

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Date | Description | Invoice Number |
| Butterfly Garden | 4-22, 4-23 | Annual Installation Butterfly Garden | 192952 |

**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 troughout the district. Daily maintenance of trash cans troughout 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**  **4/26/21** | **Tuesday**  **4/27/21** | **Wednesday**  **4/28/21** | **Thursday**  **4/29/21** | **Friday**  **4/30/21** |
|  |  |  |  |  |

**Weather of the Week**



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hi 82°F Lo 58°F | Hi 82°F Lo 61°F | Hi 81°F Lo 65°F | Hi 87°F Lo 67 | Hi 84°F Lo 62°F |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Maintenance** | | | | |
| Biltmore Ave (Units 16,2,25) | LSF-7:Biltmore ROW | Hemingway Blvd & Trail (Units 2,4) | Central Park | Central Park:FL131 |
| Central Park:Park Crossing Trail Park | NON-UNIT:Goldenrod & FL162 | Mossy Creek Lane (Units 4,6,9) | UNIT 21 & Arch Site:Arch Site Exterior | Central Park:Tot Lot |
| Four Oaks Blvd (Units 1,17,29) | UNIT 1:Mulberry Park Blvd | NON-UNIT:Schoolhouse Rd. & Biltmore Ext. | UNIT 31:Magnolia Park (Rows, Parks & Pond) | FL080 |
| UNIT 1:Iberville Park | UNIT 29:Coneflower Park | Shumard Oak Blvd (Units 3,5) | UNIT 31:Parks, Green Space, Rows, Lift Station | NON-UNIT:Artemis Way |
| UNIT 1:Verdura Point Park | UNIT 30:Woodland Fields Park | UNIT 14:Green Space | Unit 32:Alley Way | UNIT 20:Esplanade North (Unit 20) |
| UNIT 18:Cummings Park |  | UNIT 2:Common Area | Unit 32:Green Space | UNIT 37:Esplanade Nature Trail |
| UNIT 2:Carollton Park |  | UNIT 2:Newberry Parks | Unit 32:Jasmine Hill | UNIT 37:Green Space |
| UNIT 23:Riverton Park (Four Oaks to Summertree) |  | UNIT 23:Parks, Ponds & Green Spaces | Unit 32:Lantana Lane | WD090N (Pond) |
| UNIT 36:Bluff Oak Way |  | UNIT 27:New Village | Unit 32:Overcup Way | WD090S (Pond) |
| UNIT 7:Riverton (Grove Park to Four Oaks) |  | UNIT 4:Grove Park Dr | Unit 32:Park (off Mossy & Coneflower) | WD290 (Pond) |
|  |  | UNIT 7:Grove Park Dr | UNIT 7:Merchants Row |  |
|  |  |  |  |  |

**Standard Maintenance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| UNIT 17:Lake Verdura Conservation | LSF-7:FL263 | TR209 | Central Park | Central Park |
| UNIT 17:Shady View Pond (WD260) | TR209 | TR209A | NON-UNIT:TR230 | UNIT 20:WD162 on Esplanade North |
| UNIT 17:Verdura Lake Green Space | TR209A | UNIT 27:TR221A | UNIT 31 |  |
| UNIT 17:WD253 | UNIT 26:Mossy Creek Nature Trail Ext. | UNIT 27:TR221B | UNIT 31:FL070 |  |
| UNIT 27:SW Field on CC | UNIT 27:SW Field on CC |  | UNIT 31:FL170 & Buffer |  |
|  |  |  |  |  |

**Debris Cleanup**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park |  |  |  |  |
| **Hand Weeding** | | | | |
|  |  |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Trees - Remove sucker growth | Trees - Remove sucker growth | Trees - Remove sucker growth |  |

**IPM**

**Fertilizer:** 10-0-10

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Shumard Oaks Blvd West (Unit 35) UNIT 14:Green Space  UNIT 35:Merchants Row West |  | Biltmore Ave (Units 16,2,25) | Esplanade Way (Units 5,20) Schoolhouse Rd (Units 3,4) UNIT 5:Drayton Drive |  |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Orange Ave  Shumard Oaks Blvd West (Unit 35) UNIT 14:Green Space  UNIT 35:Merchants Row West | UNIT 1 | Biltmore Ave (Units 16,2,25) | Esplanade Way (Units 5,20) Schoolhouse Rd (Units 3,4) UNIT 5:Drayton Drive |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
| Shumard Oaks Blvd West (Unit 35)  UNIT 14:Green Space  UNIT 31:Parks, Green Space, Rows, Lift Station UNIT 35:Merchants Row West  UNIT 5:Merchants Row UNIT 8:WD140  Utility Boxes | Central Park:FL131  Central Park:Tot Lot UNIT 1 | Biltmore Ave (Units 16,2,25) | Esplanade Way (Units 5,20)  Schoolhouse Rd (Units 3,4) UNIT 5:Drayton Drive |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
| UNIT 31:Parks, Green Space, Rows, Lift Station UNIT 5:Merchants Row | Central Park:FL131 Central Park:Tot Lot |  |  |  |
| UNIT 8:WD140  Utility Boxes |  |
|  |  |  |

**Irrigation**

**Irrigation Repairs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| 15 | Orange Ave. | 4-26-21 & 4-27-21 | Repair Zone Line #7 | 192957 |

**Additional Contracted Work**

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Date | Description | Invoice Number |
| Central Park Trail |  | Asphalt Repair in Central Park Trail | 192956 |

**Work in Progress**

|  |  |  |
| --- | --- | --- |
| Unit | Date | Description |
|  |  |  |

**Proposals 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 troughout the district. Daily maintenance of trash cans troughout 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**  **5/3/21** | **Tuesday**  **5/4/21** | **Wednesday**  **5/5/21** | **Thursday**  **5/6/21** | **Friday**  **5/7/21** |
|  |  |  |  |  |

**Weather of the Week**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hi 88°F Lo 71°F | Hi 88°F Lo 71°F | Hi 83°F Lo 69°F | Hi 82°F Lo 60 | Hi 80°F Lo 56°F |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Maintenance** | | | | |
| Central Park:Park Crossing Trail Park  NON-UNIT:Schoolhouse Rd. & Biltmore Ext. Orange Ave | Blair Stone Rd (Units 5,17) Esplanade Way (Unit 5)  Schoolhouse Rd (Units 3,4) | Bermuda Plot (CP) Central Park  Mossy Creek Lane (Units 4,6,9) | Central Park  Hemingway Blvd & Trail (Units 2,4) UNIT 2:Butterfly Parks | Central Park:FL131 Central Park:Tot Lot  FL080 |
| UNIT 1:Verdura Point Park | UNIT 1:Barringer Hill Nature Trail | Shumard Oak Blvd (Units 3,5) | UNIT 2:Newberry Parks | Mossy Creek Lane (Units 4,6,9) |
| UNIT 14:Avon Park | UNIT 1:Mulberry Park Blvd | UNIT 1:Iberville Park | UNIT 21 & Arch Site:Arch Site Exterior | UNIT 5:Four Oaks (Shumard to Tram) |
| UNIT 17:Shady View Pond (WD260) | UNIT 10:Green Spaces (2) | UNIT 1:Mulberry Park Blvd | UNIT 23:Parks, Ponds & Green Spaces |  |
| UNIT 17:Verdura Lake Green Space | UNIT 10:New Dawn Park | UNIT 14:Green Space | UNIT 31:Parks, Green Space, Rows, Lift Station |  |
| UNIT 25:Longfellow Park & Pocket Parks | UNIT 10:Overlook Park | UNIT 23:Parks, Ponds & Green Spaces | Unit 32:Alley Way |  |
| UNIT 29:Orange Ave (Mossy Creek to Four Oaks) | UNIT 10:Trails | UNIT 35:Merchants Row Entry Feature | Unit 32:Green Space |  |
| Unit 32:Orange Ave | UNIT 10:WD141 | UNIT 4:Grove Park Dr | Unit 32:Jasmine Hill |  |
| UNIT 5:Drayton Drive | UNIT 10:WD160 | UNIT 5:Merchants Row | Unit 32:Lantana Lane |  |
|  | UNIT 16:Faulkner RoW | UNIT 7:Grove Park Dr | Unit 32:Overcup Way |  |
|  | UNIT 16:FL230  UNIT 16:Poe Park | UNIT 8:WD140 | Unit 32:Park (off Mossy & Coneflower)  UNIT 37:Esplanade Nature Trail |  |
|  | UNIT 16:Salinger & Sidewalk, Poe, Faulkner & Park |  | UNIT 37:Green Space |  |
|  | UNIT 16:Salinger Way |  | UNIT 4:Grove Park Dr |  |
|  | UNIT 19:Twain Park |  | UNIT 5:Capital Circle SE Buffer |  |
|  | UNIT 2:Endicott Park |  |  |  |
|  | UNIT 4:Terrebone Dr. |  |  |  |
|  |  |  |  |  |

**Standard Maintenance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park | NON-UNIT:Espl/Blair/Overlook Field | Central Park | Central Park | Central Park:Butterfly Garden |
| NON-UNIT:SB161 | UNIT 16:Salinger Drainage Easement (LF) |  | NON-UNIT:FL040 - Mossy Creek | FL080 |
| Shumard Oak Blvd (Units 3,5) | UNIT 17:WD253 |  | UNIT 31:FL070 | NON-UNIT:FL040 - Mossy Creek |
| UNIT 17:WD284 Pond on Four Oaks |  |  | UNIT 31:FL170 & Buffer | NON-UNIT:Mossy Creek Nature Trail |
| UNIT 18:WD281 |  |  | UNIT 31:Magnolia Park (Rows, Parks & Pond) | UNIT 5:Four Oaks (Shumard to Tram) |
|  |  |  |  |  |
|  |
| **Hand Weeding** | | | | |
|  |  |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Pruning** | | | | |
|  | Trees - Remove sucker growth | Trees - Remove sucker growth UNIT 1 | Trees - Remove sucker growth |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Detail service** | | | | |
|  |  |  | Central Park |  |

**IPM**

**Fertilizer:** 10-0-10

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Shumard Oak Blvd (Units 3,5) |  |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Shumard Oak Blvd (Units 3,5) |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
|  | UNIT 18:Cummings Park  UNIT 30:Woodland Fields Park |  | Shumard Oak Blvd (Units 3,5) |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
|  | UNIT 18:Cummings Park  UNIT 30:Woodland Fields Park |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Insecticide: Advion** | | | | |
|  |  | Bermuda Plot (CP) |  |  |
|  |  |

**Irrigation**

**Irrigation Inspection**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller 5, Unit 3 |  |  |  |  |

**Irrigation Troubleshooting (In Contract)**

|  |  |  |  |
| --- | --- | --- | --- |
| Controller | Unit Number | Date | Description |
| 5 | 3 | 5/3 | Wet Test |
| 28 | 31 | 5/5 | Wet Test |

**Irrigation Repairs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| 20 | 36 | 5-5 & 5-7 | Replace Irrigation Clock -Lightening Damage | 193027 |
| 6 | Central Park | 5/6 | Mainline Repair | 193028 |
| 28 | 31 | 5/6 | Replacement of Valves | 193029 |
| 18 | 35 | 5/7 | Replace Irrigation Clock -Lightening Damage | 193026 |

**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 troughout the district. Daily maintenance of trash cans troughout 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**  **5/10/21** | **Tuesday**  **5/11/21** | **Wednesday**  **5/12/21** | **Thursday**  **5/13/21** | **Friday**  **5/14/21** |
|  |  |  |  |  |

**Weather of the Week**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hi 84°F Lo 62°F | Hi 88°F Lo 66°F | Hi 89°F Lo 67°F | Hi 71°F Lo 57 | Hi 78°F Lo 50°F |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Maintenance** | | | | |
| Central Park:Park Crossing Trail Park | Blair Stone Rd (Units 5,17) | Bermuda Plot (CP) | Central Park | Central Park:FL131 |
| NON-UNIT:Schoolhouse Rd. & Biltmore Ext. | Esplanade Way (Unit 5) | Central Park | Hemingway Blvd & Trail (Units 2,4) | Central Park:Tot Lot |
| Orange Ave | Schoolhouse Rd (Units 3,4) | Mossy Creek Lane (Units 4,6,9) | UNIT 2:Butterfly Parks | FL080 |
| UNIT 1:Verdura Point Park  UNIT 14:Avon Park | UNIT 1:Barringer Hill Nature Trail  UNIT 1:Mulberry Park Blvd | Shumard Oak Blvd (Units 3,5)  UNIT 1:Iberville Park | UNIT 2:Newberry Parks  UNIT 21 & Arch Site:Arch Site Exterior | Mossy Creek Lane (Units 4,6,9)  UNIT 5:Four Oaks (Shumard to Tram) |
| UNIT 17:Shady View Pond (WD260)  UNIT 17:Verdura Lake Green Space | UNIT 10:Green Spaces (2) UNIT 10:New Dawn Park | UNIT 1:Mulberry Park Blvd  UNIT 14:Green Space | UNIT 23:Parks, Ponds & Green Spaces  UNIT 31:Parks, Green Space, Rows, Lift Station |  |
| UNIT 25:Longfellow Park & Pocket Parks  UNIT 29:Orange Ave (Mossy Creek to Four Oaks) | UNIT 10:Overlook Park  UNIT 10:Trails | UNIT 23:Parks, Ponds & Green Spaces  UNIT 35:Merchants Row Entry Feature | Unit 32:Alley Way  Unit 32:Green Space |  |
| Unit 32:Orange Ave | UNIT 10:WD141 | UNIT 4:Grove Park Dr | Unit 32:Jasmine Hill |  |
| UNIT 5:Drayton Drive | UNIT 10:WD160 | UNIT 5:Merchants Row | Unit 32:Lantana Lane |  |
|  | UNIT 16:Faulkner RoW | UNIT 7:Grove Park Dr | Unit 32:Overcup Way |  |
|  | UNIT 16:FL230 | UNIT 8:WD140 | Unit 32:Park (off Mossy & Coneflower) |  |
|  | UNIT 16:Poe Park |  | UNIT 37:Esplanade Nature Trail |  |
|  | UNIT 16:Salinger & Sidewalk, Poe, Faulkner & Park  UNIT 16:Salinger Way |  | UNIT 37:Green Space  UNIT 4:Grove Park Dr |  |
|  | UNIT 19:Twain Park |  | UNIT 5:Capital Circle SE Buffer |  |
|  | UNIT 2:Endicott Park |  |  |  |
|  | UNIT 4:Terrebone Dr. |  |  |  |

**Standard Maintenance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park | NON-UNIT:Espl/Blair/Overlook Field | Central Park | Central Park | Central Park:Butterfly Garden |
| NON-UNIT:SB161 | UNIT 16:Salinger Drainage Easement (LF) |  | NON-UNIT:FL040 - Mossy Creek | FL080 |
| Shumard Oak Blvd (Units 3,5) | UNIT 17:WD253 |  | UNIT 31:FL070 | NON-UNIT:FL040 - Mossy Creek |
| UNIT 17:WD284 Pond on Four Oaks |  |  | UNIT 31:FL170 & Buffer | NON-UNIT:Mossy Creek Nature Trail |
| UNIT 18:WD281 |  |  | UNIT 31:Magnolia Park (Rows, Parks & Pond) | UNIT 5:Four Oaks (Shumard to Tram) |
|  |  |  |  |  |
|  |
| **Hand Weeding** | | | | |
|  |  |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Pruning** | | | | |
|  | Trees - Remove sucker growth | Trees - Remove sucker growth | Trees - Remove sucker growth |  |
|  |
| **Detail service** | | | | |
|  |  |  | Central Park |  |



**IPM**



**Fertilizer:** 10-0-10

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Shumard Oak Blvd (Units 3,5) |  |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Shumard Oak Blvd (Units 3,5) |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
|  | UNIT 18:Cummings Park UNIT 30:Woodland Fields Park |  | Shumard Oak Blvd (Units 3,5) |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
|  | UNIT 18:Cummings Park UNIT 30:Woodland Fields Park |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Insecticide: Advion** | | | | |
|  |  | Bermuda Plot (CP) |  |  |



**Irrigation**



**Irrigation Inspection**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller 5, Unit 3 |  |  |  |  |

**Irrigation Troubleshooting (In Contract)**

|  |  |  |  |
| --- | --- | --- | --- |
| Controller | Unit Number | Date | Description |
| 4  18 | 1  35 | 5/10  5/10 | Mower Damage Sprayhead Finished Clock Installation |

**Irrigation Repairs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| 1 | 5 | 5/10 | Pipe Repair & Stuck Valve | 193035 |
| 18 | 35 | 5/11 | Install Rain Sensor | 193036 |
| 22 | 16 | 5/14 | Biltmore Sleeve Installation | 193037 |

**Additional Contracted Work**

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Date | Description | Invoice Number |
| 2 | 5/12 | Fungicide Treatment | 193039 |
| 23 | 5/12 | Fungicide Treatment | 193039 |
| 31 | 5/12 | Fungicide Treatment | 193039 |



**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 troughout the district. Daily maintenance of trash cans troughout 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**  **5/17/21** | **Tuesday**  **5/18/21** | **Wednesday**  **5/19/21** | **Thursday**  **5/20/21** | **Friday**  **5/21/21** |
|  |  |  |  |  |

**Weather of the Week**



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hi 88°F Lo 64°F | Hi 88°F Lo 66°F | Hi 88°F Lo 67°F | Hi 88°F Lo 68 | Hi 88°F Lo 63°F |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Maintenance** | | | | |
| Bermuda Plot (CP) | Blair Stone Rd (Units 5,17) | Bermuda Plot (CP) | Hemingway Blvd & Trail (Units 2,4) | Central Park |
| Central Park | Esplanade Way (Unit 5) | Controller 9, Unit 4,6,9 Mossy Creek | NON-UNIT:Schoolhouse Rd. & Biltmore Ext. | Central Park:Butterfly Garden |
| Four Oaks Blvd (Units 1,17,29) | LSF-7:Biltmore ROW | Shumard Oak Blvd (Units 3,5) | UNIT 2:Butterfly Parks | Central Park:FL131 |
| Orange Ave | NON-UNIT:Goldenrod & FL162 | UNIT 14:Green Space | UNIT 2:Newberry Parks | Central Park:Tot Lot |
| UNIT 18:Cummings Park | Schoolhouse Rd (Units 3,4) | UNIT 23:Parks, Ponds & Green Spaces | UNIT 21 & Arch Site:Arch Site Exterior | NON-UNIT:Artemis Way |
| UNIT 21 & Arch Site:Arch Site Exterior | UNIT 1:Barringer Hill Nature Trail | Unit 32:Coneflower ROW | UNIT 27:New Village | UNIT 21 & Arch Site:Arch Site Exterior |
| UNIT 23:Riverton Park (Four Oaks to Summertree) | UNIT 1:Iberville Park | Unit 32:Jasmine Hill | UNIT 31:Parks, Green Space, Rows, Lift Station | UNIT 31:Magnolia Park (Rows, Parks & Pond) |
| UNIT 25:Longfellow Park & Pocket Parks | UNIT 1:Mulberry Park Blvd | UNIT 35:Merchants Row Entry Feature | Unit 32:Alley Way |  |
| UNIT 26:Strolling Way Parks | UNIT 10:Green Spaces (2) | UNIT 4:Grove Park Dr | Unit 32:Green Space |  |
| UNIT 29:Orange Ave (Mossy Creek to Four Oaks) | UNIT 10:New Dawn Park | UNIT 5:Merchants Row | Unit 32:Jasmine Hill |  |
| Unit 32:Orange Ave | UNIT 10:Overlook Park | UNIT 7:Grove Park Dr | Unit 32:Lantana Lane |  |
| UNIT 35:Merchants Row West | UNIT 10:Trails |  | Unit 32:Overcup Way |  |
| UNIT 37:Esplanade Nature Trail | UNIT 10:WD141 |  | Unit 32:Park (off Mossy & Coneflower) |  |
| UNIT 37:Green Space | UNIT 10:WD160 |  | UNIT 4:Grove Park Dr |  |
| UNIT 5:Drayton Drive | UNIT 16:Faulkner RoW |  |  |  |
| UNIT 7:Riverton (Grove Park to Four Oaks) | UNIT 16:Poe Park |  |  |  |
|  | UNIT 19:Twain Park |  |  |  |
|  | UNIT 2:Endicott Park |  |  |  |
|  | UNIT 2:Tremont |  |  |  |
|  | UNIT 29:Coneflower Park |  |  |  |
|  | UNIT 30:Woodland Fields Park |  |  |  |

**Standard Maintenance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park | LSF-7:FL263 | NON-UNIT:SB161 | NON-UNIT:FL040 - Mossy Creek | NON-UNIT:FL040 - Mossy Creek |
| UNIT 1:Verdura Point Park | NON-UNIT:Goldenrod & FL162 | UNIT 27:TR221B | NON-UNIT:Mossy Creek Nature Trail | NON-UNIT:Mossy Creek Nature Trail |
| UNIT 17:Shady View Pond (WD260) | NON-UNIT:Merchants Row / Four Oaks Field |  | UNIT 27:TR221B | UNIT 31 |
| UNIT 17:WD253 | UNIT 1:WD240 |  | UNIT 31:FL070 |  |
| UNIT 17:WD284 | UNIT 26:Mossy Creek Nature Trail Ext. |  | UNIT 31:FL170 & Buffer |  |
| UNIT 18:WD281 |  |  |  |  |

**Debris Cleanup**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | Central Park |  |
| **Hand Weeding** | | | | |
|  |  | CP Butterfly Garden |  | |

**Mulch**

Trees - Remove sucker growth

Trees - Remove sucker growth

**Pruning**

Utility Boxes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Detail service** | | | | |
| Utility Boxes |  |  |  |  |

**IPM**

**Fertilizer:** 10-0-10

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller 9, Unit 4,6,9 Mossy Creek | UNIT 16:Poe Park | UNIT 10:Green Spaces (2) | UNIT 10:New Dawn Park |  |
| UNIT 16:Poe Park | UNIT 2:Endicott Park | UNIT 10:New Dawn Park | UNIT 10:Overlook Park |
|  |  | UNIT 18:Cummings Park | UNIT 2:Butterfly Parks |
|  |  | UNIT 2:Newberry Parks | UNIT 23:Parks, Ponds & Green Spaces |
|  |  |  | UNIT 23:Riverton Park (Four Oaks to Summertree) |
|  |  |  | UNIT 29:Coneflower Park |
|  |  |  | UNIT 31:Goldenrod Way |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller 9, Unit 4,6,9 Mossy Creek |  |  |  |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 40WD | | | | |
| UNIT 10:New Dawn Park | UNIT 16:Poe Park | LSF-7:Biltmore ROW | Blair Stone Rd (Units 5,17) | UNIT 10:WD141 |
|  | UNIT 2:Common Area | UNIT 31 | Four Oaks Blvd (Units 1,17,29) | UNIT 10:WD160 |
|  | UNIT 2:Newberry Parks | UNIT 31:FL070 | WD090N (Pond) | UNIT 23:WD230 |
|  | UNIT 25:Longfellow Park & Pocket Parks | UNIT 31:Spiderlily Way | WD290 (Pond) | UNIT 23:WD235 |
|  |  |  |  | UNIT 8:WD140 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
| UNIT 10:New Dawn Park | UNIT 16:Poe Park  UNIT 2:Common Area UNIT 2:Newberry Parks  UNIT 25:Longfellow Park & Pocket Parks | LSF-7:Biltmore ROW UNIT 31  UNIT 31:FL070  UNIT 31:Spiderlily Way | Blair Stone Rd (Units 5,17)  Four Oaks Blvd (Units 1,17,29) WD090N (Pond)  WD290 (Pond) | UNIT 10:WD141  UNIT 10:WD160  UNIT 23:WD230 UNIT 23:WD235 |
| UNIT 8:WD140 |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Insecticide: Advion** | | | | |
| .25-Hrs |  | 2.51Hrs | 1.5-Hrs | 1.25-Hrs |
|  |  |

**Irrigation**

**Irrigation Troubleshooting (In Contract)**

|  |  |  |  |
| --- | --- | --- | --- |
| Controller | Unit Number | Date | Description |
| 18  20  2 | 35  36  5 | 5/21  5/21  5/19 | 1.5 - Hrs Wet Test  3.5 - Hrs Wet Test  2.0 - Hrs Wet Test |

**Irrigation Repairs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| 28 | 31 | 5/19 | Stuck Valve | N/C |
| 2 | 2 & 5 | 5/18 | Mainline Repair | 193046 |
| 18 | 35 | 5/21 | Replace Damaged SprayHeads & Nozzles | 193047 |
| 20 | 36 | 5/21 | Repair Pipe - SprayHeads - Nozzles | 193048 |

**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 troughout the district. Daily maintenance of trash cans troughout 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**  **5/24/21** | **Tuesday**  **5/25/21** | **Wednesday**  **5/26/21** | **Thursday**  **5/27/21** | **Friday**  **5/28/21** |
|  |  |  |  |  |

**Weather of the Week**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hi 92°F Lo 69°F | Hi 98°F Lo 69°F | Hi 90°F Lo 64°F | Hi 92°F Lo 64 | Hi 89°F Lo 65°F |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Maintenance** | | | | |
| Biltmore Ave (Units 16,2,25)  Central Park:Park Crossing Trail Park | Blair Stone Rd (Units 5,17)  Central Park | Controller 9, Unit 4,6,9 Mossy Creek  Shumard Oak Blvd (Units 3,5) | Orange Ave  Shumard Oaks Blvd West (Unit 35) | Controller 9, Unit 4,6,9 Mossy Creek  FL080 |
| Central Park:Trail | UNIT 1:Iberville Park | UNIT 1:Verdura Point Park | UNIT 2:Butterfly Parks | Mossy Creek Lane (Units 4,6,9) |
| Shumard Oak Blvd (Units 3,5) | UNIT 1:Mulberry Park Blvd | UNIT 14:Green Space | UNIT 31:Magnolia Park (Rows, Parks & Pond) | NON-UNIT:Artemis Way |
| UNIT 1:Piney Grove UNIT 14:Avon Park  UNIT 14:Buffers | UNIT 10:Green Spaces (2)  UNIT 10:New Dawn Park UNIT 10:Overlook Park | UNIT 23:Parks, Ponds & Green Spaces UNIT 31:Jasmine Hill  UNIT 35:Merchants Row West | UNIT 35:Merchants Row West UNIT 7:Merchants Row  WD090N (Pond) | UNIT 1:Barringer Hill Nature Trail UNIT 37:Esplanade Nature Trail  UNIT 37:Green Space |
| UNIT 2:Carollton Park | UNIT 10:Trails | UNIT 4:Grove Park Dr | WD290 (Pond) | UNIT 5:Four Oaks (Shumard to Tram) |
| UNIT 2:Tremont  UNIT 25:Longfellow Park & Pocket Parks UNIT 26:Strolling Way Parks | UNIT 10:WD141 UNIT 10:WD160  UNIT 19:Twain Park | UNIT 4:Terrebone Dr. UNIT 7:Grove Park Dr |  | UNIT 8:WD140 WD090S (Pond) |
| UNIT 5:Drayton Drive | UNIT 7:Grove Park Dr |  |  |  |
|  |  |  |  |  |

**Standard Maintenance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Central Park | NON-UNIT:Espl/Blair/Overlook Field NON-UNIT:Goldenrod & FL162 | Central Park | Central Park UNIT 31 | UNIT 1:WD240  UNIT 5:Four Oaks (Shumard to Tram) |
|  |

**Debris Cleanup**

CP Butterfly Garden

**Hand Weeding**

Central Park

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Pruning** | | | | |
|  |  | Trees - Remove sucker growth | Trees - Remove sucker growth |  |
|  |

**IPM**

**Fertilizer:** Product Used: Supra Poly 10-0-10 & Supra T&O Micros for Turf

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| UNIT 23:Parks, Ponds & Green Spaces | Hemingway Blvd & Trail (Units 2,4) | Orange Ave | UNIT 2:Tremont |  |
| UNIT 30:Woodland Fields Park | UNIT 29:Coneflower Park | UNIT 25:Longfellow Park & Pocket Parks | UNIT 26:Strolling Way Parks |
|  | UNIT 5:Merchants Row |  | Unit 32 |
|  |  |  | UNIT 7:Grove Park Dr |

**Post-Emergent:** Product Used - Certainty & Celsius

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Bermuda Plot (CP)  Four Oaks Blvd (Units 1,17,29)  UNIT 23:Parks, Ponds & Green Spaces UNIT 30:Woodland Fields Park | Hemingway Blvd & Trail (Units 2,4) UNIT 29:Coneflower Park  UNIT 5:Merchants Row | Orange Ave  UNIT 25:Longfellow Park & Pocket Parks | UNIT 2:Tremont  UNIT 26:Strolling Way Parks Unit 32  UNIT 7:Grove Park Dr |  |
|  |
| **Pre-Emergent:** Product used - Dithiopyr 2L | | | | |
| Central Park:Tot Lot | Hemingway Blvd & Trail (Units 2,4) |  | Shumard Oak Blvd (Units 3,5) |  |
| NON-UNIT:FL040 - Mossy Creek UNIT 1:WD240  UNIT 14:Avon Park UNIT 14:Buffers UNIT 2:Endicott Park  UNIT 29:Coneflower Park UNIT 30:Woodland Fields Park | UNIT 29:Coneflower Park UNIT 5:Merchants Row |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Non-Selective:** Product used - Roundup QuikPro | | | | |
| Central Park:Tot Lot |  |  | Shumard Oak Blvd (Units 3,5) |  |
| NON-UNIT:FL040 - Mossy Creek |  |
| UNIT 1:WD240  UNIT 14:Avon Park UNIT 14:Buffers UNIT 2:Endicott Park  UNIT 29:Coneflower Park  UNIT 30:Woodland Fields Park |  |
|  |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Insecticide:** Product Used Advion**,** Triple Crown | | | | |
| Roadways & Medians | Roadways & Medians |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | | **Irrigation** |  | |
| **Irrigation Inspection** |  |  |  |  |  |
| Controller#13 Unit#10 | Controller#4 Unit#1  Controller#5 Unit#3 | Controller#1 | 4 Unit#26 |  |  |
| **Irrigation Troubleshooting (In** | **Contract)** |  |  |  |  |
| Controller | Unit Number | Date |  | Description |  |
| Controller #13 | Unit#10 | 5/24 |  | Wet Test |  |
| Controller #20 | Unit#36 | 5/24 |  | Wet Test Install Rain Sensor |  |
| Controller #5 | Unit#3 | 5/25 |  | Wet Test |  |
| Controller#4 | Unit#1 | 5/25 |  | Wet Test @ TC1 Pond Repaired Stuck Valve |  |
| Controller#14 | Unit#26 | 5/26 |  | Wet Test |  |
| **Irrigation Repairs** |  |  |  |  |  |

**Accidents/Incidents:** None

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Controller | Unit Number | Date | Description | Invoice Number |
| Controller#13 | Unit#10 | 5/24 | Replace Broken SprayHeads & Nozzles | 193016 |

**Routine service**

Bi-weekly maintenance of Dogi Pots throughout the district.

Bi-weekly removal of debris from grates troughout the district. Daily maintenance of trash cans troughout 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: April 30, 2021***

***To:***

***Rich Whetsel Operations Director***

***via email***

***From:***

***Re:***

***Robert Berlin***

***Capital Region Operations Manager***

***Capital Region CDD***

***Monthly Managers Report for April 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. Opening Day Marlins Baseball, second notice of "check received" for volleyball net with delivery scheduled for end of next week, All Pro removing silt fencing, protecting drainage manhole and mowing conservation area in Unit 31 Phase 3 (1 April)
  2. Office Closed - Good Friday (2 April)
  3. All Pro removed informational signs (6) from Central Park and brought to OMS office also replacing valve box markers, signs photographed and sent to Apogee Signs for proposal to re-create but seems they did not do originals (5 April)
  4. Apogee Signs emails proposal for new Central Park info signage based on CDD providing graphic files, All Pro installing sleeve on Faulkner Drive in Unit 16 and valve repair in Unit 5, emailed Kate Daniels (former COT Planning) on history of open space ownership and why CDD not St. Joe supplied owner affidavit concerning permit application for TCS entry sign (6 April)
  5. All pro replacing Dog Pot dispenser in Unit 19, Sandco completes gravel truck wash exit at Orange and Coneflower connection for LDR-5 Phase 3, M-Inc paving in LSF-3 (7 April)
  6. Set up for monthly Board meeting, All Pro returning rocks used for erosion control from resident's yard to drainage structure in Unit 32 Phase 2 and repairing irrigation zone line in Unit 5 and rain sensor in Unit 29 (8 April)
  7. Rain all day field operations suspended, broke down meeting room, met with Town Center Manager on upcoming events and CDD procedures for same, set up meeting with contractor for clearing in Western Preserve behind Unit 23 (9 April)
  8. Received email from COT Risk Management concerning damaged stormwater manhole cover in Unit 29 damaged by City solid waste pickup will have M-Inc repair, All Pro replacing irrigation valves in Unit 19 (12 April)
  9. Tallahassee Classical School finally gets permit for entry sign on Artemis Way in Unit 50, emailed photos of Central Park info signs to graphic designer (Nature Graphics) in attempt to find out if they created same, All Pro repairing mainline irrigation in Unit 5 (13 April)
  10. Working with All Pro on swale grades in Unit 31 Phase 3, M-Inc paving in LSF-3 and cleaning drainage system, spoke with Nature Graphics on replacement informational signage in Central Park and requested proposal since they did not create originals (14 April)
  11. M-Inc continues cleaning drainage system and forming sidewalk in LSF-3Rain starting at noon, field operations suspended (15 April)
  12. All Pro installing irrigation along Goldenrod right of way in Unit 31 Phase 3 also helped with drainage swale grading in same, M-Inc continues forming and pouring sidewalk in LSF-3 and burning cleared trees (16 April)
  13. M-Inc installing last section of drainage pipe in LSF-3 and continues forming and pouring sidewalk in same, spoke with St. Joe on JP II request to install modular building on site and will forward consent agreement documents from school on Tuesday All Pro repairing alleyway sinkhole in Unit 30 (19 April)
  14. Met with All Pro, COTGM field inspector and Sandco at Orange and Coneflower for irrigation mainline relocation and existing sewer manhole set in 2006, Sandco to

trench and drop in 10",6" and 4" sleeve, All Pro to provide pipe and relocate 6"

mai nline, lateral lines and wireline while working under Sandco right of way permit (20 April)

* 1. Met with COTGM field inspector on LRD-5 Phase Three connection at Coneflower and Orange Avenue, worked with All Pro shooting grades for drainage in Unit 31 Phase 3 (21 April)
  2. Spent most of day with COTGM on annual stormwater management facilities inspections, set up meeting with Meridian Surveyors for layout of control points on access and drainage easement boundaries in Unit 50, spoke with Developer' s engineers on open space maintenance in MDR-11, All Pro working in Butterfly Garden (22 April)
  3. Reviewed stormwater management Facility permits, requested and received seven

(7) permits that had been paid for but not received from COTGM, addressed Supervisor concerns about algae in SWMF FL 130 and tree removal in Unit 17, directed All Pro to remove one Sycamore tree and root prune another at the Unit 17 COT lift station buffer, spoke with anti-skid plate manufacturer rep on attachment spacing (23 April)

* 1. Forwarded Gate Petroleum access agreement to Hopping Green for review, spoke with Carl Faqua on obtaining aerial photos of Central Park for new informational signage, spoke with Board Chair on concerns about algae in SWMF FL 130 aka Catfish Pond and cypress tree removal in Unit 17 common area (24 April)
  2. All Pro replaced irrigation valve box markers on Dickinson and Dunbar at homeowner request, marked up drilled holes and installed first batch of slip sticks on Unit 37 boardwalk, exchanged emails with resident and HOA concerning brightness of new street lighting used by COT Electric in residential fixtures (26 April)
  3. Exchanged emails with District Counsel on dedication of open space to CDD in MDR-11, spoke with graphic designer on new signage for Central Park Lake and set contacts of resident photographers for contribution of pies for same (27 April)
  4. M-Inc hauling and spreading topsoil in LSF-3, met with site superintendent on completion of SWMF and trail system , All Pro removed tree and cypress stumps from common area in Unit 17 at Board Supervisor ' s request , volleyball net and cushions arrived but no poles (28 April)
  5. Still trying to track down volleyball poles from shipping company, Set additional slip strips on Unit 37 boardwalk, setjobsite inspection with FDEP for NPDES blanket permit (29 April)
  6. M-Inc hauling overburden from SWMF to low areas in LSF-3 also spreading top soil in common areas and adjacent to sidewalks, Sandco installing drainage infrastructure for connection into SWMF FL 080, contractor finished pressure washing of pavers on Merchants Row right of way in Town Center (30 April)

##### Lake and SWMF Maintenance

COTGM directs Sandco to drain and remove sediment from SWMF WD 290

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

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

##### Security/ Accident Reports:

Median vandalism along Four Oaks Blvd (opposite LSF-3) and Orange Avenues

##### Special Events:

Nothing planned this month

##### Open Items:

LSF-3 open space and SWMF maintenance Entry signage at Tallahassee Classical School Access easement for Gate Petroleum

*Should you have any questions or comments regarding the above iriformation, 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: May 31, 2021***

***To:***

***Rich Whetsel Operations Director***

***via email***

***From: Robert Berlin***

***Capital Region Operations Manager***

***Re: Capital Region CDD***

***Monthly Managers Report for May2021***

*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-P ro)

###### *GMS:*

* 1. Met with Town Center building manager on paver repairs, set up field meeting with paver repair contractor for same area, Cot Electric contractor installing URD in LSF-3, (3 May)
  2. Spent day with Florida Department of Environmental Protection Environmental Specialist performing an NPDES field site insp ection, received field inspection reports from M-Inc and requested same from Sandco (4 May)
  3. All Pro begins irrigation controller replacement in Unit 36, received civil drawings showing SWPPP for LSF-3 from Kimley Hom and forwarded to Florida department of Environmental Protection, (5 May)
  4. All Pro repairing mainline irrigation in Central Park and valve replacement in Unit 31, received field notes from Meridian Surveying on access and drainage easement boundaries on Artemis Way at TCS entry, spoke with AOL on proposed "Wine Event" in Central Park, received updated trail map for new info signs in Central Park (6 May)
  5. All Pro completes irrigation controller replacement due to lightning strike in Units 35 and 36, received links to SWPPPs from M-Inc for LSF-3 and WCI for Poet' s Walk and foiwarded to Florida Department of Environmental Protection (7 May)
  6. Responded to phone call concern on "sharp comers" on stairway at Tot Lot, continue search for missing volleyball poles contacted Volleyball USA and received voicemail from them stating poles were in Macon Ga.(10 May)
  7. Texted photos of Tot Lot stairs to manufacturer for quote on replication and costs, follow up on Macon Ga pole location is negative so sent email to Volleyball USA asking that they ship us another set of poles to replace the ones not delivered on 28 April, responded to email from resident concerning mowing of open space behind home on Mossy Creek (11 May)
  8. Addressed special use application submission from HOA for upcoming event and Fourth of July, received access agreement between CDD and Gate Petro from Hopping Green and forwarded to District Chair for signature, sent check (FedEx) for Tot Lot payment to accounting(12 May)
  9. Rain starting last night and continuing till midday, field operations ceased after 12pm, met onsite with homeowner to establish rear property comers and will complete tomorrow, contractor delayed start of Town Center paver repairs till 24 May, met in field with COTGM on removal of broken tree limbs on Four Oaks Blvd, (13 May)
  10. Received letter from Florida Department of Environmental Protection concerning field inspection and non-compliance issue also sent email to Poet' s Walk Developer concerning same, Board Chair returned signed access agreement with Gate Petro and I emailed to District Counsel for review and distribution, spoke with COT Planning on ruling on golf course lot application appeal (14 May)
  11. Working on 2022 proposed budget draft, spoke with All Pro and Bulldog to confirm any price increases , responded to HOA on alleyway "one way signs" request and wild hog damage to St. Joe land east of Biltmore Ave, received volleyball poles but refused shipment due to extensive damage to poles.(17 May)
  12. Spoke with both City of Tallahassee Electric and resident on relocation of alleyway light behind 3780 Biltmore Ave for fence installation and Southwood future

expansion to the east for sub-station design, All Pro repairing mainline break at Four Oaks and Merchants Row, continue work on FY 2022 budget (18 May)

* 1. Met with M-Inc on second lift pavement, SWMF cleanup of FL 070, completion of headwall and sediment removal in LSF-7 and spoke with Atkins on final acceptance of Unit 31 Phase 3, COT Electric contractor continues URD install in LSF-3(19 May)
  2. M-Inc, removing turbidity barrier and silt fencing on FL 170 also repairing manhole cover for alleyway drainage system in Unit 29, received barricades to be used for paver repair on Merchants Row Blvd in Town Center, located rear property comers for resident in Unit 16 (20 May)
  3. All Pro repairing irrigation in Units 35 and 36, M-Inc continues spreading topsoil and trail construction in LSF-3 and COT Electric installing URD, received SWMF original permit application for FL 070 and forwarded to Atkins for final acceptance calculations for Unit 31 Phase 3, spoke with COTGM on lack of erosion controls on cleared builder' s lot in LSF-3 (21 May)
  4. Spoke with HOA compliance officer on trees planted in alleyway right of way in Unit 18, M-Inc spreading lime rock for trail system in LSF-3 and COT Electric contractor continues URD installation (24 May)
  5. All Pro cutting vegetative buffer on FL 130 as recharge wells continue to raise water level in attempt to reduce algae bloom, contractor begins paver repairs along Merchants Row in Town Center, COT Electric continue URD installation in LSF-3 and received layout for same from COT, set up meeting with St. Joe for Thursday 27th (25 May)
  6. Contacted Volleyball USA via phone to update pole shipment and was told they were hoping to ship later that day and I would receive conformation of same, spoke with accountant now assisting with Capital Region and received updated monthly utility payments and check conformations (26 May)
  7. Working on proposed budget for FY 2022, paver contractor "equipment failure" delays further work on paver repairs on Merchants Row in Town Center, met with St. Joe on "various "turnovers" including storm water ponds and common areas in Southwood and tree installs on Orange Ave East (27 May)
  8. Paver contractor' s "death in family" stops work on Merchants row repairs in Town Center, met with M-Inc in LSF-3 on common area layout and landscape installation, met with All Pro irrigation tech on expansion of zone run times in Unit 23, still no shipping conformation on volleyball poles (28 May)

##### Lake and SWMF Maintenance

Algae bloom in FL 130 and in all facilities holding water

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

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

##### Security/ Accident Reports:

Median vandalism along Four Oaks Blvd (opposite LSF-3) and Orange Avenues Trip and fall at southwest corner of Merchants Row and Ivy Green Trail

##### Special Events:

Nothing planned this month

##### Open Items:

LSF-3 open space and SWMF maintenance Entry signage at Tallahassee Classical School Access easement for Gate Petroleum

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

# *3.*



**34000 Management fees** 10,500.00 10,500.00 $ 0.00% GMS FY 2021 contracted services

34500 Security $ 500.00 $ 500.00 100.00% Halloween road closures

**34010 Communications** $ 500.00 s 500.00 $ 0.00% Bulldog FY 2021 contracted services

**46200 Landscape Ma1nt. Contracted** $ 81,977.92 $ 81,977.92 $ 0.00% All Pro FY 2021 contracted services

**46225 Landscape Main!. New Units** $ 784 64 625.00 $ (159.64) -25.54% Artemis *Way* Unit SO

**46500 Pond Maint Contract** $ 291.67 $ 291 .67 100 .00% None onllne this month

**46525 Pond Maint New Units** $ $ 83.33 $ 83 .33 0.00% None onllne 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 Penrut Fees** s $ 688.50 $ 688,50 100.00% COTGM Operating Permit Fee for SWMF

**46400 lrrig. Maint. Contracted** $ 4,252.50 $ 4,252.50 $ 0.00% All Pro FY 2021 contracted services

46425 lrrig. Main! New Units $ 11160 **s** 41.67 $ (69.93) -167.84% Artemis *Way* Unit SO

**46450 lrrig. Repairs Current Units** $ 4,793.40 $ 3,333.33 $ (1,460.07) -43.80% Mainline repairs, install sleeves on Faulkner Drive, replace controller

**46475** lrrig. **R.epairs New** Units $ $ $ 0.00% Not included in budget for FY 2021

·46465 lrrig.SystemUpgrades $ $ 104.17 $ 104 .17 0 00% N one online this month

**4'6480 Pomp Slation Maintenance** $ **s** $ 0.00% Nol included In budget for FY 2021 

**47000 Preserve Maintenance** $ 5,388.00 $ 3,333.33 $ (2,054.67) **-61 .64 % Trail repairs and various conserva tive area mowings**

**46485 Tot lot lnspect1on/Maintenance s** $ 416.67 $ 416 .67 100 .00% None on line this month

**46490 Storm Event/Repair /Clean ing** $ 2,916.67 $ 2,916.67 100.00% None online this month

**46495 Reu.., Retrofit** $ $ $ 0 . 00 % N o t incl uded in bu d get fo r F Y 2 0 21 

**46520 Alleyway Maintenance** 780.00 416.67 $ (363.33) -87.20% Alleyway repair in Unit 29

**46900 MiceHaneous Maintenance** $ 190.70 $ 416.67 $ 225.97 54.23% None online this month

**43000 Utilities** $ 3,643.22 **s** 3,75000 $ 106.78 2.85% Updated 5-27-21

**49400 Special Events s s** 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** in cluded in budge t for FY 2021



**61000 Capital Expenditures** $ $ 750.00 $ 750.00 100.00% None Online this month

**60000 Reserve for Capital - R&R** $ $ 7,434.08 $ 7,434.08 100.00% None online this month

**46910 Common Area Maintenance** $ 3,173.40 $ 416.67 $ (2,756.73) -661.62% Paver walkways ,n Town Center

TOTAL $ 116 ,095 38 $ 126 ,457 . 17 $ 10 ,361 .79 8.19%

YTDACTUAL YTD UDGET **$VARIANCE %VARIANCE** COMMENTS

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **34000 Management fees** | $ 73,500.00 | | $ 73,500.00 | | $ | | 0.00% GMS FY 2021 contracted services |
| 34500 Security | $ 6,491.00 | | $ 3,500.00 | | $ (2,991.00) | | -85.46% Halloween road closures |
| **34010 Communications** | $ 3,500.00 | | $ 3,500.00 | | $ | | 0.00% Bulldog FY 2021 contracted services |
| **46200 Landscape Maint. Contracted** | $ 573 ,845.44 | | $ 573,845.44 | | $ | | 0.00% All Pro FY 2021 contracted services |
| **46225 LandscapeMaint. New Units** | $ 5,465.48 | | $ 4,375.00 | | $ (1,090.48) | | -24.93% Artemis *Way* Unit 50 |
| **46500 Pond Maint. Contract** | $ 865.00 | | $ 2,041.67 | | $ 1,176.67 | | 57.63% None online this month |
| 46525 Pond Mal,nt New Units | $ | | $ 583.33 | | $ 583.33 | | 0.00% None online this month |
| **46550 Pond Repairs Current Units** | $ 16,135.75 | | $ 20,416.67 | | $ 4,280.92 | | 20.97% None online this month |
| 46575 Pond **Repairs New** Untts | $ | | $ 875.00 | | $ 875.00 | | 0.00% None online this month |
| 46500 SWMF Operating Permit Fees | $ 6,885.00 | | $ 4,819.50 | | $ (2,065.50) | | -42.86% COTGM Operating Permit Fee for SWMF |
| **46400 lrrig. Maint. Contracted** | $ 29,767.50 | | $ 29,767.50 | | $ | | 0.00% All Pro FY 2021 contracted services |
| **46425 lrrig. Maint. New Units** | $ 781.20 | | $ 291.67 | | $ (489.53) | | -167.84% Artemis Way Unit SO |
| **46450 lrrig. Repairs Current Units** | $ 22,798.01 | | $ 23,333.33 | | $ 535.32 | | **2.29% Mainline repairs, install sleeves on Faulkner Dnve , replace controller** |
| **46475** lnig . **Repairs New** Unllll | $ | | $ | | $ | | 0.00% Not included In budget for FY 2021 |
| **46465 lrrig.System Upgrades** | $ 873.87 | | $ 729.17 | | $ (144.70) | | 0.00% None online this month |
| **46480** Pump Station **Maintenance** | $ | | $ | | $ | | 0.00% No t included in budge t for FY 2021 |
| **47000 Preserve Mainte nance** | $ 24,227.48 | | $ 23,333.33 | | $ (894.15) | | **- 3.83% Trail repairs and various conservative area mowings** |
| **46485 Tot Lot Inspection/Maintenance** | $ 6,916.80 | | $ 2,916.67 | | $ (4,000.13) | | -137.15% None online this month |
| **46490 Storm Event/Rep air/Cleaning** | $ 11,390.65 | | $ 20,416.67 | | $ 9,026.02 | | 44.21% None onhne this month |
| **46495 Reuse Retro/it** | $ | | $ | | $ | | 0.00% Not included in budget for FY 2021 |
| **46520 Alleyway Maintenance** | $ 2,398.50 | | $ 2,916.67 | | $ 518.17 | | 17.77% Alleyway repair 1n Unit 29 |
| **46900 Micellaneous Maintenance** | $ 1,237.95 | | $ 2,916.67 | | $ 1,678.72 | | 57.56% None online this month |
| **43000 Utilities** | $ 18,933.68 | | $ 26, 250.00 | | $ 7,316.32 | | 27.87% Updated 5-27-21 |
| **49400 Special Events** | $ | | $ 2,916.67 | | $ 2,916.67 | | 100.00% None online this month |
| **46650 Other - Contingency** | $ 1,345.00 | | $ 1,750.00 | | $ 405.00 | | 23.14% None online this month |
| **65000 Budget Stabilization** | $ | | $ | | $ | | 0.00% Not Included in budget for FY 2021 |
| **61000 Capital Expenditures** | $ | 15,548.06 | $ | 5,250.00 | $ | (10,298.06) | **-196 15% None online th is month** |
| **60000 Reserve for Capital - R&R** | $ | 4,694.33 | $ | 52,038.58 | $ | 47,344.25 | 90.98% None online this month |
| **46910 Common Area Me,ntononco** | $ | 6,258.85 | $ | 2,916.67 | s | (,3 342.18) | **-7.06% Paver walkways in Town Center** |
| TOTAL | $ | 827, 600.70 | $ | 885,200.19 | $ | 57, 599.49 | 6.51% |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 34000 Management fees | $ 10,5 00.00 | | $ 10,500.00 | | $ | | 0.00% GMS FY 2021 contracted services |
| 34500 Security | $ | | $ 500.00 | | $ 500 .00 | | 100.00% Halloween road closures |
| **3401O Communications** | $ 500.00 | | **s** 500.00 | | $ | | 0.00% Bulldog FY 2021 contracted services |
| 46200 Landscape Main!. Contracted | $ 81,977.92 | | 81,977.92 | | $ | | 0.00% All Pro FY 2021 contracted services |
| 46225 Landscape Main!. New Units | $ 784.64 | | $ 625.00 | | $ (159.64) | | -25.54% Artemis Way Unit 50 |
| 46500 Pond Main! Contract | $ | | $ 291.67 | | $ 291.67 | | 100.00% None online this month |
| 46525 Pond Main!. New Units | **s** | | s 83.33 | | $ 83.33 | | 0.00% None online this month |
| 46550 Pond Repairs Current Units | $ 859,80 | | $ 2,9 16.67 | | $ 2,056 .87 | | 70 .5 2% Mowing FL 130 SWMF vegetative buffer |
| 46575 Pond Repairs New Units | **s** | | **s** 125.00 | | $ 125 .00 | | 0.00% None online this month |
| 46600 SWMF Operating Permit Fees | $ | | $ 688.50 | | $ 688 .50 | | 100.00% COTGM Operating Permit Fee *for* SWMF |
| 46400 lrrig , **Maint. Contracted** | **s** 4,252,50 | | **s** 4,252.50 | | $ | | 0.00% All Pro FY 2021 contracted services |
| 46425 lrrig. Main! New Units | $ 150 .60 | | $ 41.67 | | $ (108.93) | | -261.44% Artemis Way Unit 50 |
| 46450 lrrig . Repairs Current Units | $ 6,174 .47 | | $ 3,333 33 | | $ (2 ,841 .14) | | -85 .23% Mainline repairs and replaced two controllers due to lightening |
| 46475 lrrig. **Repairs New** Units | $ | | $ | | $ | | 0.00% Not Included in budget *for* FY 2021 |
| 46465 lrrig ,System Upgrades | $ | | s 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** | $ 1,100.00 | | $ 3,333 .33 | | $ 2,233.33 | | 67.00% Mowing in Western Preserve behind Unit 23 |
| **46485 Tot Lot Inspection/Maintenance** | $ 295.00 | | $ 416.67 | | $ 121 .67 | | 29.20% Pressure wash and sanitize |
| 46490 Storm Event/Repair/Cleannig | $ | | $ 2,916.67 | | $ 2,916.67 | | 100 .00% None online this month |
| 46495 Reuse Retrofit | **s** | | $ | | $ | | 0.00% Not included in budget *for* FY 2021 |
| 46520 Alleyway Maintenance | $ | | $ 416.67 | | $ 416.67 | | 100.00% None online this month |
| **46900 Micellaneous 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 | $ 939.80 | | $ 250.00 | | $ (689.80) | | -275.92% None online this month |
| 65000 **Budget** Stabilization | $ | | $ | | $ | | 0.00% Not included in budget for FY 2021 |
| 61000 Capital Expenditures | $ | | s 750,00 | | $ 750.00 | | 100.00% None online this month |
| 60000 Reserve for Capital - R&R | $ | | s 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 | $ | 107,534.73 | $ | 126,457 .17 | $ | 18 ,922 ,44 | 14,96 % |

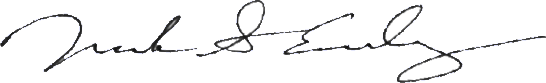
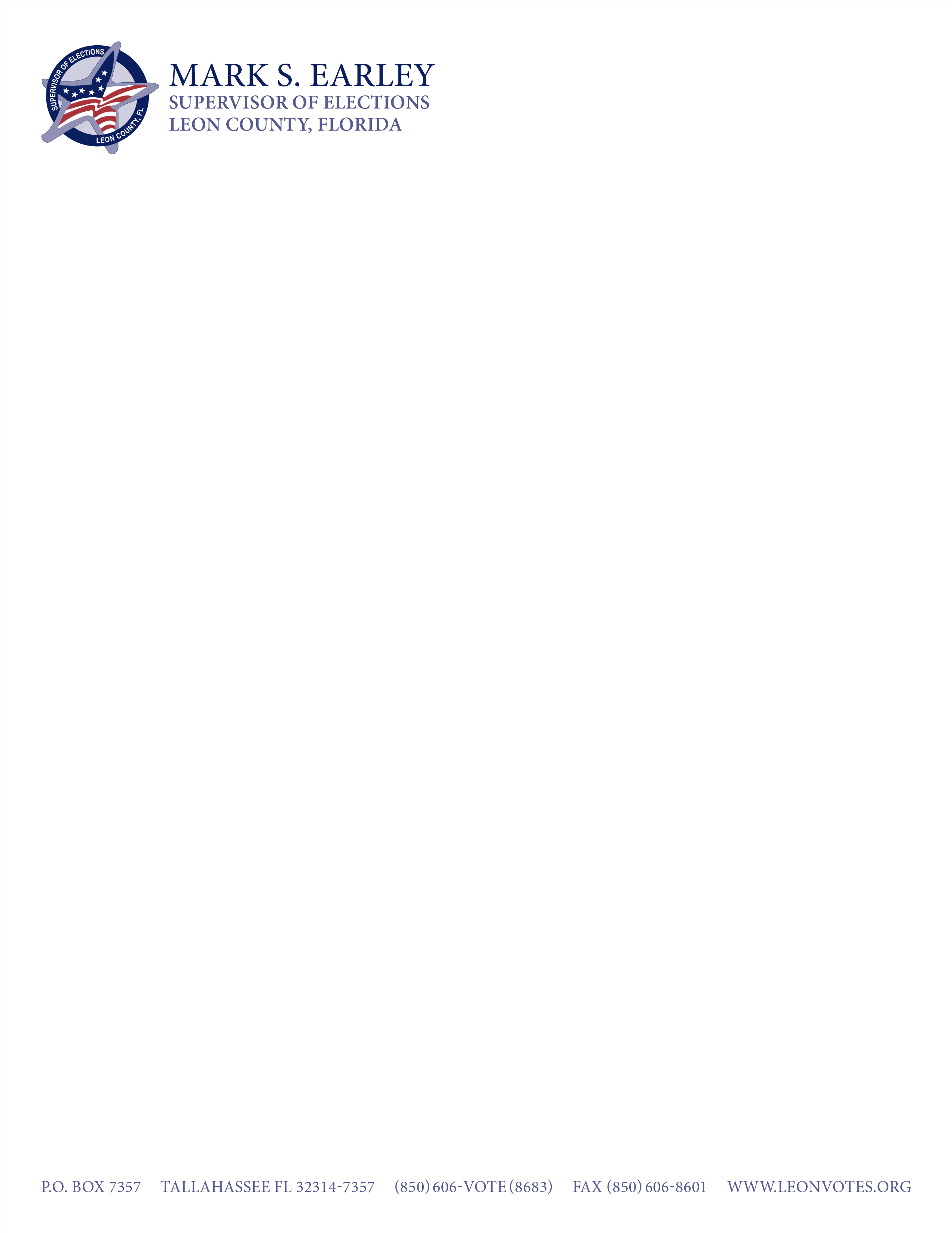
YTD!CT!,!AL YTQ !,!!;!GET $VARIANCE '4YARIANCE COMMENTS

34000 Management fees $ 84,000.00 $ 84,000.00 $ 0.00% GMS FY 2021 contracted services

**34500 Security** s 6,491.00 $ 4,000.00 $ (2,491.00) -62.28% Halloween road closures

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **34010 Communications** | $ 4,000 .00 | | $ 4,000.00 | | $ | 0.00% Bulldog FY 2021 contracted services | |
| 46200 Landscape Ma1nt. Contracted | $ 655,823.36 | | $ 655,823.36 | | $ | 0.00% All Pro FY 2021 contracted services | |
| 46225 Landscape Main!. New Units | $ | 6,250.12 | $ | 5,000.00 | $ | (1,250.12) | -25.00% Artemis Way Unit 50 |
| 46500 Pond Main!. Contract | $ 865.00 | | $ 2,333 .33 | | $ 1,468.33 | | 62.93% None online this month |
| 46525 Pond Main!. New Units | $ | | $ 666.67 | | $ 666.67 | | 0.00% None online this month |
| 46550 Pond Repairs Current Units | $ 16,995.55 | | $ 23,333.33 | | $ 6,337.78 | | 27.16% Mowing FL 130 SWMF vegetative buffer |
| 46575 Pond Repairs New Units | $ | | $ 1,000.00 | | $ 1,000.00 | | 0.00% None online this month |
| 46600 SWMF Operating Permit Fees | $ 6,885.00 | | $ 5,508.00 | | $ (1,377.00) | | -25.00% COTGM Operating Permit Fee for SWMF |
| 46400 lrrig **Maint. Contracted** | $ 34,020.00 | | $ 34,020.00 | | $ | | 0.00% All Pro FY 2021 contracted services |
| 46425 lrrig . Main!. New Units | $ 931.80 | | $ 333.33 | | $ (598.47) | | -179.54 % Artemis Way Unit 50 |
| **46450 1m g. Repairs Current Units** | $ 28,9 72.48 | | $ 26,666.67 | | $ (2,305.81) | | -8.65% Mainline repairs and replaced two controllers due to lightening |
| **464**75 1mg. **Repairs New** Unita | $ | | $ | | *$* | | 0.00% Not included in budget for FY 2021 |
| **46465 lrrig.System Upgrades** | $ 873.87 | | $ 833.33 | | $ (40.54) | | 0.00% None online this month |
| 46480 Pump Station Maintenance | $ | | $ | | $ | | 0.00% Not included In budget for FY 2021 |
| **47000 Preserve Maintenance** | $ 25,327.48 | | $ 26,666.67 | | $ 1,339.19 | | 5.02% Mowing in Western Preserve behind Unit 23 |
| 46485 Tot Lot Inspection/Maintenance | $ 7,211.80 | | $ 3,333.33 | | $ (3,878.47) | | -116.35% Pressure wash and sanitize |
| 46490 Storm EvenURepair/Cleaning | $ 11,390.65 | | $ 23,333.33 | | $ 11,942.68 | | 51.18% None online this month |
| 46495 Reuse Retrofit | $ | | $ | | $ | | 0.00% Not Included in budget for FY 2021 |
| 46520 Alleyway Maintenance | $ 2,398.50 | | $ 3,333.33 | | $ 934.83 | | 28.05% None online this month |
| **46900 Mlcellaneous Maintenance** | $ 1,237.95 | | $ 3,333.33 | | $ 2,095.38 | | 62.86% None online this month |
| 43000 Utilities | $ 18,933.68 | | $ 30,000.00 | | $ 11,066.32 | | 36.89% |
| 49400 Special Events | $ | | $ 3,333.33 | | $ 3,333.33 | | 100.00% None online this month |
| 46650 Other - Contingency | $ 2,284.80 | | $ 2,000.00 | | $ (284 .80) | | -14.24% None online this month |
| **65000 Budget** Stabillzatlon | $ | | $ | | $ | | 0.00% Not included in budget *for* FY 2021 |
| **61000 Capital E'l(penditures** | $ 15,548.06 | | $ 6,000.00 | | $ (9 ,548.06) | | -159 .13% None online this month |
| 60000 Reserve for Capital - R&R | $ 4,694.33 | | $ 59,472.67 | | $ 54,778.34 | | 92.11% None online this month |
| **46910 Common Area Maintenance** | $ 6,258.85 | | $ 3,333.33 | | $ ( 2,925 .52) | | -87.77% None online this month |
| TOTAL | $ | 935,135.43 | $ 1,011,657.36 | | $ | 76,521.93 | 7.56% |

# *D.*



April 26, 2021

Sarah Sweeting

475 West Town Place, Suite 114 St. Augustine, FL 32092

Re: Capital Region Community Development District

Dear Ms. Sweeting:

In response to your email we are happy to provide the number of registered voters for the Capital Region CDD as of April 15, 2021. The voter registration total that you requested is as follows:

Capital Region CDD: **3,937 registered voters**

These determinations were made using our voter registration database and the current map of the district. We hope this information satisfies your requirements. If you need additional assistance please contact Johnny To, Demographics/GIS Manager at

(850) 606-8683 or via email at [ToJ@leoncountyfl.gov](mailto:ToJ@leoncountyfl.gov).

Sincerely,

Mark Earley