

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, August 12, 2021 at 6:30 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

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

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager - GMS

The following is a summary of the actions taken at the August 12, 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**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Affidavit of publication**

A copy of the affidavit of publication for the meeting and public hearings was included in the agenda package.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the July 8, 2021 Meeting**

- B. Balance Sheet as of June 30, 2021 and Statement of Revenues & Expenditures for the Period Ending June 30, 2021**
- C. Allocation of Assessments**
- D. Check Register**

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

The next item taken out of order.

**SEVENTH ORDER OF BUSINESS                      Update Regarding Park Pull Up Bar**

A resident stated we have been working out for about 4 ½ years in Southwood and one thing we do not have is pull up bars and dip bars. It would be good for the community and people could work out. We are willing to help fund, but we are a small group and have limitations. We would like to have permission to install the equipment and advice on how to procure and install them and how to fund.

Mr. Rojas asked how much money do you have to contribute?

A resident stated right now about \$600 and we can probably make it close to \$1,000.

Mr. Rojas asked have you talked to the HOA about this?

A resident stated no.

Mr. Rojas stated the city is also building an outdoor workout station. If we are being asked for money at this point, I would rather go with the city park.

The Board directed Mr. Berlin to research the cost of installing a pull up bar and report back to the Board.

**FIFTH ORDER OF BUSINESS                      Public Hearing to Consider the Adoption of the Fiscal Year 2022 Budget**

Mr. Oliver gave an overview of the budget process and stated the main drivers of the increase in the budget are not using carry forward surplus and an increase in capital reserve contribution.

On MOTION by Mr. Wiggins seconded by Mr. deNagy with all in favor the public hearing was opened.

A resident stated I think you are doing the right thing. Just look around the state and the situation in Miami where they didn't have enough money in reserve to fix things. It is hard to vote for an increase, but I think you are doing the responsible thing and I credit you for it.

On MOTION by Mr. deNagy seconded by Mr. Wiggins with all in favor the public hearing was closed.

**A. Consideration of Resolution 2021-06 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2022**

Ms. Sandy stated Resolution 2021-06 is the appropriation resolution. This will adopt the budget, appropriates the revenues for those individual line items, it also provides for ways to amend the budget throughout the year.

On MOTION by Mr. deNagy seconded by Mr. Wiggins with all in favor Resolution 2021-06 was approved.

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Consider Imposing Operations and Maintenance Special Assessments for Fiscal Year 2022**

**A. Consideration of Resolution 2021-07 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2022**

Ms. Sandy stated the first public hearing was on where you are going to spend funds and the second is on the actual O&M assessment. This is the actual levy of O&M assessments as well as certifying for collection the debt assessments.

On MOTION by Mr. Wiggins seconded by Ms. Johnston with all in favor the public hearing was opened.

There being no comments or questions from the public,

On MOTION by Ms. Johnston seconded by Mr. Wiggins with all in favor the public hearing was closed.

Ms. Sandy stated Resolution 2021-07 imposes the operation and maintenance assessments, it also provides the method of collection and enforcement. The platted lots are

collected on the roll unplatted lots are directly billed to St. Joe. The schedule for St. Joe's payments were tweaked last year to ensure that we got enough funds to pay the debt service that comes due in the spring and we need update that in the Resolution 2021-07 and the collection agreement.

On MOTION by Mr. Wiggins seconded by Mr. deNagy with all in favor Resolution 2021-07 was approved subject to updating the collection schedule for St. Joe.

**B. Consideration of Direct Collection Agreement with St. Joe Company**

Ms. Sandy stated this direct collection agreement with St. Joe Company essentially says that they will pay their assessments and spells out in detail the enforcement methods the district will take if they do not pay. The collection schedule will be updated in the agreement.

On MOTION by Mr. Kelley seconded by Mr. Wiggins with all in favor the direct collect agreement with St. Joe Company was approved subject to updating the payment schedule.

**SEVENTH ORDER OF BUSINESS**

**Update Regarding Park Pull Up Bar**

This item taken earlier in the meeting.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney - Report**

Ms. Sandy stated HGS was asked to represent Independence Landing as a pro-bono matter to help them resolve a stormwater issue with the city. We don't see it as a conflict with us representing the district at this time we just raise it because the district does own some of the stormwater improvements. If it looks like it may become some kind of conflict we will bring that back to the board.

**B. Dantin Consulting**

There being none, the next item followed.

**C. Property Management Report**

**1. All Pro Reports**

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

**2. Operations Memorandum**

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

**3. Variance Report**

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

**4. Dog Park Project**

**D. Manager – Discussion of Fiscal Year 2022 Meeting Schedule**

On MOTION by Mr. deNagy seconded by Mr. Kelley with all in favor the fiscal year 2022 meeting schedule reflecting the following dates was approved. October 14, 2021, December 8, 2021, February 10, 2022, April 14, 2022, June 9, 2022 and August 11, 2022.

**NINTH ORDER OF BUSINESS**

**Supervisor’s Requests**

Ms. Johnston stated I have noticed multiple comments on Southwood Watch recently critiquing All Pro and lack of things being done. All Pro has been very good to us and everyone is facing difficult times between staffing issues or whatever it may be. I ask that we encourage our neighbors to have some grace and patience because All Pro has been very loyal and very gracious to us.

Mr. Rojas stated we just raised our assessments. We spent a lot of money this past year between attorney fees, the volleyball court, dog park and now possibly pull up bars. Just because we voted to increase the assessments doesn’t mean we need to keep spending money. I am fiscally conservative and we need to spend this money like it is our own money and be responsible.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

Ms. Burns asked how do we deal with the construction damage as an example on Orange when the trucks messed up our median?

Mr. Berlin stated you are always going to get damage and once construction is done we will approach the board about possibly bringing more trees on that section of Orange.


Mr. Rojas stated if you see a specific contractor damaging it you can report that to the city and they will do something about it.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – October 14, 2021  
at 6:30 p.m.**

Mr. Rojas stated we will be meeting October 14, 2021 at 6:30 p.m.

The meeting adjourned at 7:12 p.m.



Secretary/~~Assistant Secretary~~



Chairman/Vice Chairman