

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, November 18, 2021 at 6:33 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

Kyle Rojas	Chairman
Corbin deNagy	Supervisor
Andrew Wiggins	Supervisor

Also present were:

James Oliver	District Manager
Joseph Brown	District Counsel
Robert Berlin	Operations Manager - GMS

The following is a summary of the discussions and actions taken at the November 18, 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 at 6:33 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

A resident asked I want to know what's going on with St. Joe.

Mr. Berlin stated you are not seeing any new development right now because the city won't let them push through anything new that wasn't approved with the last stormwater facilities management plan approval. There are pieces that could be built but I think they are hesitant to move forward with anything else until they get the next phase of the stormwater master plan approved.

A resident stated I wanted to know about the Unit 17 parking situation. The plan done by the engineer and run through the city did not get approved the city. Is it possible to tweak that

design to address the city's concerns? I have talked to the city engineering department they don't want to give up one of the four-lanes. Can that plan be modified to have diagonal parking in the grass area?

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

- A. Approval of the Minutes of the October 14, 2021 Meeting
- B. Balance Sheet as of September 30, 2021 and Statement of Revenues & Expenditures for the Period Ending September 30, 2021
- C. Allocation of Assessments
- D. Check Register

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

FOURTH ORDER OF BUSINESS**Consideration of Revisions to Fiscal Year 2021 Meeting Schedule**

On MOTION by Mr. Wiggins seconded by Mr. deNagy with all in favor the meeting schedule was revised to reflect monthly meetings beginning in January 2022.

FIFTH ORDER OF BUSINESS**Review of Proposed Scope for CDD Website Maintenance Services**

Mr. Oliver stated in our existing agreement we have a solid scope of services which complies with statutory requirements and ADA Guidelines regarding website accessibility for visually impaired persons. The Board can remove the requirement for the webmaster to send out two emails announcing each CDD meeting, if that can be accomplished through the HOA. We will bring back proposals to the January meeting.

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney****1. Publication of Legal Notices**

Mr. Brown stated there were some changes made in the Florida Statutes for the publication of legal notices. It was an attempt to try to see if you can save some money,

unfortunately, for special districts in order to publish online you have to publish a legal notice letting the public know that not all notices are in print and you have to go online to find them.

2. Needs Analysis that Districts Providing Wastewater or Stormwater Management Services Just Complete by June 30, 2022

Mr. Brown stated the next item is regarding new requirements for a wastewater and stormwater management needs analysis that you need to submit to Leon County by June 2022. The most effective thing to do is get a proposal from Atkins, they have all the materials and are familiar with the project.

On MOTION by Mr. deNagy seconded by Mr. Wiggins with all in favor staff was authorized to obtain a proposal from Atkins to prepare the 20-year needs analysis of the wastewater and stormwater systems.

3. Consideration of Prompt Payment Requirements, Resolution 2022-01

Mr. Brown gave an overview of Resolution 2022-01 regarding the prompt payment requirements.

On MOTION by Mr. Wiggins seconded by Mr. deNagy with all in favor Resolution 2022-01 was approved.

4. Public Records Exemptions for Addresses and Other Information Associates with Certain Officers, Judges, etc.

Mr. Brown stated there was a slight change to the public records exemptions dealing with information required for certain public officials to keep their personal information exempt from records requests.

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

Mr. Berlin stated I had a homeowner complaint about weeds in the dog park and they requested that we spray. I'm hesitant to put herbicides on the ground and if we did that, we need to shut the park down for a short period of time. They also want us to spray for fleas and ticks.

Mr. Rojas stated the dog park was supposed to be simple. I don't want to start spending money on spraying the weeds that could be harmful to dogs or spraying for fleas and ticks.

Mr. Berlin stated I will write a letter and say we are going to try to mechanically reduce the weeds and not spray and you need to follow the rules.

D. Manager

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Rojas stated we are going to vote on a new chair soon and we will put that on the January meeting agenda.

EIGHTH ORDER OF BUSINESS

Audience Comments

A resident stated on the website proposal you should have a statement about requiring offsite backups and storage process if something were to happen to the website. There are signs around the park, we used to have pictures. Are we going to have those again?

Mr. Berlin stated we had six brand new signs made and they wouldn't fit. I have some coming from Miami.

A resident stated I hope when St. Joe completes their plan, it will help with the traffic.

Mr. Brown stated the city has the hammer and the city said they can't continue to develop unless they provide the necessary infrastructure.

A resident stated in terms of paying for the parking, if you divide it by a larger number, the number will be a lot lower than if you divide it by 30. When you cut the grass for the parking you don't have to mow it anymore.

Mr. Rojas stated I'm not going to vote for the CDD to spend funds for additional street parking or parking on common areas. I think it is a safety issue and if it gets done it needs to be done by the city and not the CDD. I recommend you go to the city if you want it done.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – January 13, 2022
at 6:30 p.m. at the Southwood Community
Center**

The meeting adjourned at 6:50 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman