

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, February 10, 2022 at 6:30 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

Andrew Wiggins	Chairman
Corbin deNagy	Supervisor
Kyle Rojas	Supervisor

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager - GMS
Keith Dantin	Engineering Consultant

The following is a summary of the actions taken at the February 10, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

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

Mr. Wiggins presented a plaque to Kyle Rojas in appreciation of his service as chairman of the CDD board of supervisors.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the January 13, 2022 Meeting
- B. Balance Sheet as of December 31, 2021 and Statement of Revenues & Expenditures for the Period Ending December 31, 2021
- C. Allocation of Assessments
- D. Check Register

February 10, 2022

Capital Region CDD

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

FOURTH ORDER OF BUSINESS Update Regarding Process to Conduct Stormwater Needs Analysis

Mr. Berlin stated staff has been working on the stormwater analysis and we will use Atkins for some of it and staff will do the rest.

FIFTH ORDER OF BUSINESS Feedback from FSUS Tour

The board members were in agreement that it was a good tour, a good thing to build that will have meeting space for the community.

SIXTH ORDER OF BUSINESS Consideration of Agreement with GMS for Website Services

On MOTION by Mr. Rojas seconded by Mr. deNagy with all in favor the agreement with GMS for website services was approved in substantial form subject to update of the compensation.

SEVENTH ORDER OF BUSINESS Consideration of Resolution 2022-03 Designating Sarah Sandy as Registered Agent

On MOTION by Mr. Rojas seconded by Mr. deNagy with all in favor Resolution 2022-03 was approved.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being none, the next item followed.

B. Dantin Consulting

There being none, the next item followed.

C. Property Management Report

February 10, 2022

Capital Region CDD

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. Proposal for Fitness Equipment

The city may put in an outdoor exercise course in the new city park therefore, this item was tabled.

D. Manager

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor’s Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Audience Comments

Other items discussed: duties of the CDD and the City of Tallahassee’s responsibility to maintain the roads, update on construction of the city park at the south end of SouthWood.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – March 3, 2022 at 6:30 p.m. at the Southwood Community Center

Mr. Wiggins stated the next meeting will be held March 3, 2022 at 6:30 p.m. in the same location.

On MOTION by Mr. deNagy seconded by Mr. Rojas with all in favor the meeting adjourned at 6:27 p.m.

February 10, 2022

Capital Region CDD

DocuSigned by:

James Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Andrew Wiggins

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Chairman/Vice Chairman