

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 11, 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
April Johnston	Vice Chairperson
Corbin deNagy	Supervisor
Kyle Rojas	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 11, 2022 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Wiggins called the meeting to order at 6:30 p.m. 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 of the public hearing was included in the agenda package.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the July 14, 2022 Meeting**
- B. **Balance Sheet as of June 30, 2022 and Statement of Revenues & Expenditures for the Period Ending June 30, 2022**
- C. **Allocation of Assessments**

August 11, 2022

Capital Region CDD

D. Check Register

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

FIFTH ORDER OF BUSINESS

Consideration of Proposal from All Pro Landscape for Fuel Surcharge

On MOTION by Ms. Johnston seconded by Mr. Rojas with all in favor the All Pro Landscape proposal for a fuel surcharge not to exceed \$2,240 per month for six months was approved subject to review and approval by Supervisor deNagy.

SIXTH ORDER OF BUSINESS

Consideration of Second Amendment to Landscape & Irrigation Services Agreement with All Pro Landscape for Fiscal Year 2023

Ms. Sandy stated we are going into the third year of a five-year contract. This amendment renews the agreement for an additional year, updates the maintenance maps to include additional areas taken on by the District for maintenance since 2020, and it also updates the annual amounts based on the agreed to increased unit prices and the additional areas previously mentioned.

On MOTION by Ms. Johnston seconded by Mr. deNagy with all in favor the Second Amendment to the Landscape & Irrigation Services Agreement with All Pro Landscape was approved.

SEVENTH ORDER OF BUSINESS

Fiscal Year 2023 Budget

A. Overview of Budget

Mr. Oliver stated the only change from the approved budget was to remove the assistant operations manager for \$60,000. The largest increase is the increase to the capital reserve fund.

B. Board Discussion

There being none, the next item followed.

C. Public Hearing Adopting the Budget for Fiscal Year 2023

August 11, 2022

Capital Region CDD

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

A resident stated I received a letter and it says CDD purpose for providing infrastructure and services in the community. Budget-wise what type of infrastructure has been in the budget within the last four years and in particular what is it now and what infrastructure are you talking about. There is time for amendment would you consider the issue of improvement for Unit 17 as part of the amendment. As we wait the cost is going to increase. Had we started earlier and followed through we would be done with it.

Mr. Rojas stated nobody is kicking the can down the road, this board stated that we were not in favor of this. I'm not in favor of it, the City of Tallahassee said they are not in favor of it, it is a safety issue.

1. Consideration of Resolution 2022-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2023

On MOTION by Ms. Johnston seconded by Mr. Rojas with all in favor Resolution 2022-05 was approved.

2. Consideration of Resolution 2022-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023

On MOTION by Ms. Johnston seconded by Mr. deNagy with all in favor Resolution 2022-06 was approved.

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

Ms. Sandy stated I distributed to the board two documents, one is a direct collection agreement between the District and St. Joe. The District has approved this same form of agreement every year. The agreement reiterates the direct collection obligations of St. Joe with regard to its off-roll assessments. St. Joe received a copy and signed off on it.

August 11, 2022

Capital Region CDD

On MOTION by Ms. Johnston seconded by Mr. Rojas with all in favor the floor was opened for public comments on this item only.

A resident asked what item are we talking about?

Ms. Sandy stated the direct collection agreement with St. Joe, it was left off the agenda by accident. Instead of putting their assessments on the tax roll as we do for all platted units, we directly collect their assessments. The off-roll assessments are also included in the assessment resolution just adopted. This agreement is a back up and provides the District an additional means of enforcement.

There being no further public comment, the board took the following action.

On MOTION by Ms. Johnston seconded by Mr. Rojas with all in favor the direct collection agreement between the District and St. Joe for fiscal year 2023 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Report

Ms. Sandy stated D.R. Horton is in the process of buying a parcel from St. Joe known as MDR-11 also known as the Lake Mary Parcel on the west side of Capital Circle. They asked for a letter, same as we have given to St. Joe in the past, saying as long as they build the improvements to the specifications the CDD has agreed to that the CDD intends to accept those improvements once they are built. Robert has been working with DR Horton to review the preliminary plat, making sure in terms of the plans that it looks to be as we would typically expect those items that we would take.

On MOTION by Ms. Johnston seconded by Mr. Rojas with all in favor the request of D.R. Horton for a letter from the CDD indicating its intention to accept certain improvements in MDR-11 if such improvements are built to the CDD's approved specifications in substantially the same form as previously provided, was approved and the chairman was authorized to execute the letter.

B. Dantin Consulting

August 11, 2022

Capital Region CDD

There being none, the next item followed.

C. Property Management Report

1. All Pro Reports

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

2. Operations Memorandum

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

3. Variance Report

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

D. Manager – Discussion of Fiscal Year 2023 Meeting Schedule

On MOTION by Mr. Rojas seconded by Mr. deNagy with all in favor the fiscal year 2023 meeting notice reflecting meetings on the second Thursday of the month was approved.

Mr. Oliver stated at the last meeting you talked about a date in which the HOA and CDD could have a joint meeting and September 8th, which is the same day as the CDD meeting we can meet with them at 6 p.m. and after that meeting concludes we can start the CDD meeting, separate from that.

NINTH ORDER OF BUSINESS

Supervisor’s Requests

Mr. Rojas stated I heard someone bought the cow pond.

Mr. Berlin stated they can sell to whoever they want, they can’t develop where the cow pond is.

TENTH ORDER OF BUSINESS

Audience Comments

A resident stated there was an assertion about the city’s wishes. I have discussed with the city all along and if you look at the initial petition was to make that area within the roundabout to look like the area in the 3700 block of Four Oaks. The city does not have any issues with that. If

August 11, 2022

Capital Region CDD

something like that is pursued the city is going to approve it. The assertion that the city is against this project is incorrect.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 8, 2022
at 6:30 p.m. at the Southwood Community
Center**

Mr. Wiggins stated the next meeting is scheduled for September 8, 2022 at 6:30 p.m. and the joint HOA/CDD meeting will be at 6:00 p.m.

The meeting adjourned at 7:29 p.m.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Andrew Wiggins

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Chairman/Vice Chairman