

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, January 12, 2023 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
Corbin deNagy	Vice Chairperson
Chuck Urban	Supervisor

Also present were:

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

The following is a summary of the actions taken at the January 12, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

Mr. David Frank gave a brief overview of his background and stated I have lived in Capital Region since 2017 and want to apply for the vacancy

Mr. Oliver stated the deadline for applications is January 31st and we will put the resumes or applications in the agenda package for your review before the next meeting.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the December 8, 2022 Meeting**
- B. Balance Sheet as of November 30, 2022 and Statement of Revenues & Expenditures for the Period Ending November 30, 2022**
- C. Allocation of Assessments**
- D. Check Register**

January 12, 2023

Capital Region CDD

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

FOURTH ORDER OF BUSINESS

Updates Regarding:

A. Crosswalk

Mr. Berlin stated we got one bid back so far and by the next meeting I will have at least three bids.

B. Proposal for Landscape Enhancements at Blair Stone Road

This item tabled.

FIFTH ORDER OF BUSINESS

Ratification of Access Agreement

Ms. Sandy stated this is an access agreement for the installation of a pool at a residential lot. They needed access over some property owned by the district. I worked with Robert to follow the same process we did before, using the same form, the same agreement the same deposit.

On MOTION by Mr. deNagy seconded by Mr. Urban with all in favor the access agreement for the installation of a hot tub and deck was ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Sandy stated the board approved a license agreement to allow a resident to sell her dog treats at the dog park. She said she had feedback asking that she try to set up around the park along the trail and asked if that would be a possibility. Currently the license agreement the board approved just provides for her to set up at the dog park. Is that something the board would entertain?

It was the consensus of the board to stay with the decision of having the license agreement at the dog park.

B. Dantin Consulting - Ratification of Work Authorization No. 1J for Fiscal Year 2023 Consulting Services

January 12, 2023

Capital Region CDD

On MOTION by Mr. deNagy seconded by Mr. Urban with all in favor work authorization no. 1J for fiscal year 2023 consulting services with Dantin Consulting was approved.

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 outlined a plan to remove the pavers and concrete from the tot lot and replace it with engineered mulch and do that on a time and material basis that should be less than his spending limit of \$5,000 and the consensus of the board was that he could proceed with that project.

A controlled burn on two ponds will be about \$8,000. The money to pay for this is in the stormwater repair line item.

On MOTION by Mr. deNagy seconded by Mr. Urban with all in favor staff was authorized to contract for the controlled burn on two pond banks in an amount not to exceed \$8,000 to be taken from the stormwater repair budget.

Mr. Berlin stated the repairs for the tot lot is in the budget under reserve maintenance of central park.

D. Manager

Mr. Oliver stated the fiscal year ended September 30, 2022, the FY 22 audit has been completed, it is a clean audit. Right now it is under review by district staff and we will present that at the February meeting.

January 12, 2023

Capital Region CDD

SEVENTH ORDER OF BUSINESS

Supervisor’s Requests

Mr. deNagy stated one of the things I want this board to look at is the tot lot that seems to be on the downslope of its life expectancy and at some point in the next few years we need to look replacing the tot lot structure. We need to add something more toddler friendly.

Mr. Urban asked have the residents been notified about the vacancy on the board?

Mr. Oliver stated we prepared an announcement after the last meeting, it was eblasted to the residents and posted to the website. We received one application. After we close it out on the 31st we will provide the resumes to the board and it comes down to a majority vote. We will ask the applicants to be here if they are available and introduce themselves and you can make a decision at that time.

EIGHTH ORDER OF BUSINESS

Audience Comments

A resident asked do we know how many people use the dog park in a month? We probably need to put a counter at the entrance so we know how many people use it.

NINTH ORDER OF BUSINESS


**Next Scheduled Meeting – February 9, 2023
at 6:30 p.m. at the Southwood Community
Center**

Mr. Rojas stated the next meeting is scheduled to be held February 9, 2023 at 6:30 p.m. in the same location.

The meeting adjourned at 7:24 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman