

**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, December 8, 2022 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 |
| Brian Kelley | Supervisor |
| Andrew Wiggins | Supervisor |
| Chuck Urban | 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 December 8, 2022 meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

A resident asked could the new supervisor introduce himself and tell us a little bit about himself?

Mr. Urban stated I have lived in Southwood for about 13 years and have lived in Tallahassee for 22 years and owned a business here for 22 years and recently sold it and stayed working for them. This is the first time I have served the Southwood Community and I am excited and honored to be here.

A resident asked what does All Pro do with the landscaping this time of year?

THIRD ORDER OF BUSINESS

Organizational Matters

December 8, 2022

Capital Region CDD

A. Oath of Office for Newly Elected Supervisors

Mr. Oliver administered the oath of office to Chuck Urban, Corbin deNagy and Kyle Rojas.

B. Election of Officers, Resolution 2023-01

Mr. Wiggins stated I will be resigning from the board at the end of this meeting to be effective tomorrow December 9th. It has been an honor and privilege to serve on this board and to serve the community

Mr. Oliver stated we no longer have a chair or vice chair.

Mr. Kelley joined the meeting at this time.

Mr. deNagy stated he would nominate Kyle as chairman. Mr. Rojas said he would accept the nomination if Corbin served as vice chair.

Mr. Oliver stated if we have consensus of Kyle as chairman and Corbin as vice chair, the remaining supervisors, except for Andrew, will be assistant secretaries and members of the GMS team as shown in the resolution in the agenda will serve as secretary, treasurer and assistant secretaries and assistant treasurer so that they can execute documents on behalf of the district.

On MOTION by Mr. Wiggins seconded by Mr. deNagy with all in favor Resolution 2023-01 was approved as outlined above.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the November 17, 2022 Meeting**
- B. Balance Sheet as of October 31, 2022 and Statement of Revenues & Expenditures for the Period Ending October 31, 2022**
- C. Allocation of Assessments**
- D. Check Register**

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

FIFTH ORDER OF BUSINESS

Updates Regarding:

- A. Crosswalk**

December 8, 2022

Capital Region CDD

Mr. Berlin stated we have a meeting scheduled with the city and a vendor they recommended.

B. Proposal for Landscape Enhancements at Blair Stone Road

The board discussed the proposal previously presented for landscape enhancements to the median at the Blair Stone entrance, timing of installation, cost, and placement of plants.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Report

Ms. Sandy stated Robert was following up on the Metronet issue and having some success.

Mr. Berlin stated we still don't have the check. The last person I talked to said he didn't understand why it wasn't done and he would handle it, but I haven't heard back from him.

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.

D. Manager

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

December 8, 2022

Capital Region CDD

Staff will solicit letters of interest from residents to fill the board vacancy at the February meeting by posting it to the website and providing it to the HOA to send an eblast to the residents.

On MOTION by Mr. deNagy seconded by Mr. Kelley with all in favor Andrew Wiggins' resignation effective December 9, 2022 was accepted.

Chairman Rojas presented Mr. Wiggins with a gavel award in recognition of his service to the CDD.

EIGHTH ORDER OF BUSINESS

Audience Comments

A resident stated I think it is a good idea on the landscaping to maybe put Asiatic Jasmine around the trees and in areas where you propose to put Wax Myrtle I suggest Saw Palmettos. A softer version could be boxwood.

A resident stated I had a discussion with Robert and Kyle earlier when this came up, there is some ground cover that doesn't take a lot of water and the maintenance is low, but that area is so flooded that grass is not going to work. As you come down Blair Stone there is a rest area and that could be a place for an entrance sign.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – January 12, 2023
at 6:30 p.m. at the Southwood Community
Center**

Mr. Wiggins stated our next meeting will be January 12, 2023.

The meeting adjourned at 7:17 p.m.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

L. Kyle Rojas

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Chairman/Vice Chairman