

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 9, 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 Chairman
Brian Kelley	Supervisor
Chuck Urban	Supervisor
David Frank	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 February 9, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Rojas 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

Organizational Matters

A. Consideration of Candidates for Appointment to Board for Unexpired Term of Office (Seat 4)

On MOTION by Mr. Rojas seconded by Mr. deNagy with all in favor on roll call vote David M. Frank was appointed to fill the unexpired term of office.
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B. Oath of Office for Newly Appointed Supervisor

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Mr. Oliver being a notary public of the State of Florida administered the oath of office to David Frank then gave an overview of the sunshine law, public records law, information regarding community development districts and the form 1 statement of financial interests.

C. Election of Officers, Resolution 2023-02

On MOTION by Mr. deNagy seconded by Mr. Kelley with all in favor Resolution 2023-02 was approved reflecting David Frank as an assistant secretary.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the January 12, 2023 Meeting**
- B. Balance Sheet as of December 31, 2022 and Statement of Revenues & Expenditures for the Period Ending December 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

Presentation of Fiscal Year 2022 Financial Audit

Mr. Oliver stated it is a clean audit, strong financial health and I'm asking the board to accept the audit so we can transmit it to the auditor general before the June deadline.

On MOTION by Mr. deNagy seconded by Mr. Kelley with all in favor the fiscal year 2022 audit was accepted and staff authorized to transmit the final audit to the auditor general of the State of Florida.

SIXTH ORDER OF BUSINESS

Updates Regarding Crosswalk

Mr. Berlin stated we received a proposal from M Inc. The total says \$12,500, but once the crosswalk is put in, the city will stripe it and sign it so the total amount for M Inc.'s proposal is actually \$11,000.

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On MOTION by Mr. Kelley seconded by Mr. Rojas with four in favor the proposal from M Inc. was approved at an amount not to exceed \$11,000 and staff was authorized to move forward with the crosswalk.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement for Controlled Burn

On MOTION by Mr. Kelley seconded by Mr. Urban with all in favor the agreement with Forestech Consulting, Inc. DBA F4 Tech, for the prescribed burn in the amount of \$8,000.00 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney - Report

There being none, the next item followed.

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

The board and staff discussed a parcel in the northeast sector within the CDD boundaries that may be limited to an entry feature and stormwater pond that would not drain into the district’s stormwater system. The owner will pay off the debt and there will likely be no O&M assessment since the parcel will remain greenspace common area.

D. Manager

There being none, the next item followed.

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NINTH ORDER OF BUSINESS**Supervisor's Requests**

Mr. Kelley stated I received notification from the City of Tallahassee, Parks & Recreation: the new City of Tallahassee park, the community park by Florida High will now officially be called, Four Oaks Park. There will be a celebration and grand opening of the Four Oaks Park on February 25th. At 10:00 a.m. This 40 acre park is proposed to have the city's first cricket field. It will also have a playground, multi-purpose sports fields, basketball, beach volleyball, pickleball courts. Festivities begin at 10 a.m. with a ribbon cutting ceremony and will include opportunities to watch and learn to play each of these wonderful sports. Park entrances are located on Four Oaks Boulevard and School house Road.

Mr. Urban stated we no longer have a supervisor as liaison with the HOA and I would like to nominate our new supervisor to be our HOA coordinator.

Mr. Rojas stated I agree. I think we should all have a relationship with the HOA not just David. It's good to stop in and introduce yourself. If you can make a meeting now and then it helps with all of us. A former HOA board member reached out to me and talked about it would be nice to have trees planted on Four Oaks but I drove by today and there are already trees there. I will touch base with Robert.

TENTH ORDER OF BUSINESS**Audience Comments**

Mr. Wiggins stated congratulations, welcome to the board. I'm very happy about the crosswalk.

Ms. Burns stated a while back we talked about an entrance sign. Has it come back up?

Mr. Berlin stated I was approached by the HOA and I said that would be a good segue if they wanted to do that at the 6 p.m. meeting in March and they agreed to that.

Ms. Burns stated it will have to be on your land.

Mr. Berlin stated it would probably go better in the median if I can convince the city to let me put it in the median.

A resident stated the trees that were planted from Four Oaks to Carlton have a protector around them and they need to be taken care of.

Mr. Berlin stated it is ours, we have cut it several times, one or two are tight.

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ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – March 2, 2023 at
6:30 p.m. at the Southwood Community
Center**

Mr. Rojas stated the next meeting is scheduled for March 2, 2023 at 6:30 p.m. in the same location.

The meeting adjourned at 7:21 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