

**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, November 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
David Franks	Vice Chairman
Susan Burns	Supervisor
Matthew Vogel	Supervisor

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Director of Operations - GMS
Corbin deNagy	Operations Manager - GMS
Rhonda Mossing	MBS Capital Markets by telephone
Steve Ghazvini	Sandco
Members of the Public	

The following is a summary of the actions taken at the November 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**

A resident stated in the last 25 years we have spent approximately \$3 million on the CDD most of which went to landscaping. We have nothing to show for that, we have weeds. Is there a possibility that we would move toward a plan for sustainable landscape. Instead of spending money on mowers and whatever you could do something to produce our own food.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the October 12, 2023 Meeting**
- B. Balance Sheet as of September 30, 2023 and Statement of Revenues & Expenditures for the Period Ending September 30, 2023**

November 9, 2023

Capital Region CDD

**C. Allocation of Assessments**

**D. Check Register**

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

The next item taken out of order.

**SIXTH ORDER OF BUSINESS**

**Consideration of Investment Banking Agreement with MBS Capital Markets**

Ms. Mossing presented the Investment Banking Agreement with MBC Capital Markets.

On MOTION by Mr. Franks seconded by Ms. Burns with all in favor the investment banking agreement with MBS Capital Markets for the Series 2013 Bond Refunding was approved.

**FOURTH ORDER OF BUSINESS**

**Request for Reconsideration of Proposed Shared Cost for Restoration of Pond FL 080**

Mr. Ghazvini presented to the Board his request that the District share the cost for the restoration of Pond FL 080. Discussion ensued. This item tabled to the next regular meeting. The Board directed Robert and Corbin send Sandco’s backup documentation to the Board for their review prior to the next meeting.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-02 Amending the Fiscal Year 2023 General Fund Budget**

On MOTION by Ms. Burns seconded by Mr. Vogel with all in favor Resolution 2024-02 was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Investment Banking Agreement with MBS Capital Markets**

This item taken earlier in the meeting.

November 9, 2023

Capital Region CDD

**SEVENTH ORDER OF BUSINESS**

**Ratification of Audit Engagement Letter with Berger Toombs Elam Gaines & Frank**

On MOTION by Mr. Vogel seconded by Mr. Franks with all in favor the engagement letter with Berger Toombs to perform the fiscal year 2023 audit was ratified.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Third Amendment to Landscape & Irrigation Maintenance Services Agreement with All Pro Landcare for Fiscal Year 2024**

Ms. Sandy stated we have a five-year contract with All Pro and each year we renew it and this is the fourth year of that contract. There are built-in increases in some of the years, including this year, and we also like to incorporate any new areas we brought into the maintenance area. The amendment renews it for an additional year, updating the maintenance map and updating the pricing.

On MOTION by Mr. Franks seconded by Ms. Burns with all in favor the third amendment to the landscape and irrigation maintenance services agreement with All Pro Landcare for fiscal year 2024 was approved.

**NINTH ORDER OF BUSINESS**

**Discussion of Verdura Lake Maintenance Plan**

Mr. deNagy outlined the pros and cons of two treatment options, being chemical and mechanical, for Lake Verdura and will bring back additional proposals at the January meeting.

**TENTH ORDER OF BUSINESS**

**Authorization for Staff to Open an SBA Account for Capital Reserve Fund**

Mr. Oliver stated the State Board of Administration invests public funds for public sector institutions in Florida, such as colleges, hospitals, and local governments. Capital Region uses the SBA for investing of general fund cash and the interest rates provide a higher yield than a governmental checking account. I recommend the District open an SBA account for investment of capital reserve account funds.

November 9, 2023

Capital Region CDD

On MOTION by Mr. Vogel seconded by Ms. Burns with all in favor staff was authorized to open an account at the State Board of Administration for the capital reserve funds.

**ELEVENTH 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**

**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.

**D.    Manager**

Mr. Oliver stated we recently brought Corbin to GMS to learn the operations here at Capital Region CDD, which is an incredibly complex district compared to some of the smaller districts in the state. No one is better to serve in the director of operations role than Robert Berlin, as he has been on the ground since inception of the project and has been involved since the very first construction activities. His construction sector experience and institutional knowledge is second to none. Robert has agreed to stay on with GMS in a consulting role and he will still be a presence here at Capital Region. We are grateful Robert will continue to mentor Corbin and provide valuable insights and advice to the Board and staff.

**TWELFTH ORDER OF BUSINESS                      Supervisor’s Requests**

Mr. Rojas stated I’m glad you are staying on and working with GMS.

Ms. Burns stated I toured the district with Corbin, it was fantastic. I want to request a ride along with All Pro.

November 9, 2023

Capital Region CDD

Mr. Franks stated thank you for everything you have done.

**THIRTEENTH ORDER OF BUSINESS      Audience Comments**

A resident stated I want to follow-up on the rings around the trees in the Town Center area. We probably need to do an annual check. We need to do that before the metal goes into the tree. I understand that Mr. deNagy has plans to paint some stop lines. We have one-way signs in one section and if you follow through with the one-way sign to point out the direction, it would cut down on the confusion. Could we incorporate some small plants in the median?

**FOURTEENTH ORDER OF BUSINESS      Next Scheduled Meeting – January 11, 2024  
at 6:30 p.m. at the Southwood Community  
Center**

Mr. Rojas stated typically we cancel the December meeting and Jim and I talked about it and that is what we are doing this year.

If there is any interest in taking on one of the items on the community interest list send an email to Jim and let him know what you are interested in.

The meeting adjourned at 8:02 p.m.

DocuSigned by:  
*Jim Oliver*  
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Secretary/Assistant Secretary

DocuSigned by:  
*Kyle Rojas*  
FDC54015AB70476  
Chairman/Vice Chairman