

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 8, 2024 at 6:31 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
Chuck Urban	Supervisor
Susan Burns	Supervisor
Matthew Vogel	Supervisor

Also present were:

James Oliver	District Manager
Sarah Sandy	District Counsel
Robert Berlin	GMS Operations Consultant
Corbin deNagy	GMS Operations Manager

The following is a summary of the actions taken at the February 8, 2024 meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

A resident stated I understand there was a \$70,000 landscape proposal. What was involved? Is that one area or throughout the community? Are you looking for native plants?

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. **Approval of the Minutes of the January 11, 2024 Meeting**
- B. **Balance Sheet as of December 31, 2023 and Statement of Revenues & Expenditures for the Period Ending December 31, 2023**
- C. **Allocation of Assessments**
- D. **Check Register**

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

FOURTH ORDER OF BUSINESS Discussion of FL080 Restoration

Ms. Sandy stated enclosed in the agenda package is an email from Mr. Ghazvini of Sandco declining the district’s offer of \$10,000 regarding the FL080 pond restoration and that their offer of \$18,500 would remain active until February 21, 2024.

After discussion the board took the following action.

On MOTION by Mr. Vogel seconded by Mr. Franks with all in favor district counsel was authorized to inform Sandco that the District declined their offer of \$18,500 and that the District’s offer of \$10,000 would remain open until February 21, 2024.

FIFTH ORDER OF BUSINESS Memorandum Regarding Annual Ethics Training and Annual Form 1 Filing

A copy of the memorandum regarding the annual ethics training and the form 1 filing was included in the agenda package. Ms. Sandy discussed the new requirement with the Board.

SIXTH ORDER OF BUSINESS Consideration of Proposals for Reserve Study

Mr. deNagy gave an overview of two reserve study proposals.

On MOTION by Ms. Burns seconded by Mr. Vogel with all in favor the proposal from Custom Reserves, LLC in the amount of \$4,400 to prepare a reserve study was approved.

SEVENTH ORDER OF BUSINESS Acceptance of Fiscal Year 2023 Draft Audit Report

Mr. Oliver gave an overview of the fiscal year 2023 audit and stated it is a clean audit with no prior year findings or recommendations.

On MOTION by Mr. Urban seconded by Mr. Franks with all in favor the fiscal year 2023 audit was accepted.

EIGHTH ORDER OF BUSINESS Discussion Regarding Community Interest

The board chose the following areas of community interest:

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Mr. Rojas: Landscaping and Conservation

Mr. Franks: Parks & Recreation

Mr. Urban: Roadways

Ms. Burns: Community Liaison

Mr. Vogel: Budget and Bond Refunding

NINTH 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 this will be another general election cycle, two seats will be up for election in November and that is seats 2 and 4, David and Matthew. The qualifying period is June 10th to June 14th. I will update the board with more information as we get closer.

TENTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

A resident asked about the location of a possible future sign, but that location has yet to be determined.

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TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – March 7, 2024 at 6:30 p.m. at the Southwood Community Center

Mr. Rojas stated the next meeting is scheduled for March 7, 2024 at 6:30 p.m. in the same location.

The meeting adjourned at 7:40 p.m.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Kyle Rojas

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Chairman/Vice Chairman