

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 13, 2025 at 6:30 p.m. at the Southwood Community Center, 4675 Grove Park Drive, Tallahassee, Florida.

Present and constituting a quorum were:

Matthew Vogel	Chairman
Susan Burns	Supervisor
Kyle Rojas	Supervisor

Also present were:

Corbin deNagy	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager – GMS
Kim Bishop	All-Pro

The following is a summary of the actions taken at the February 13, 2025 meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the January 9, 2025 Meeting**
- B. Balance Sheet as of December 31, 2024 and Statement of Revenues & Expenditures for the Period Ending December 31, 2024**
- C. Allocation of Assessments**
- D. Check Register**

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor the consent agenda items were approved.
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FOURTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2024 Audit

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor the fiscal year 2024 audit was accepted.

FIFTH ORDER OF BUSINESS

Ratification of Agreements

- A. Non-Exclusive License Agreement with Soccer Shots**
- B. Non-Exclusive License Agreement with Florida Elite Soccer**

On MOTION by Ms. Burns seconded by Mr. Rojas with all in favor the non-exclusive license agreements with Soccer Shots and the agreement with Florida Elite soccer were ratified.

SIXTH ORDER OF BUSINESS

Consideration of 2025 Viva Florida Landscape Demonstration Grant Application

This item tabled.

SEVENTH ORDER OF BUSINESS

Discussion Items

- A. Discussion of Landscape & Irrigation Maintenance Services RFP**

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor the RFP notice, and evaluation criteria were approved in substantial form.

- B. Discussion of Memorial Policy**

Mr. deNagy stated a number of residents requested a memorial tree, something the district has helped out in that regard. A resident requested not only a tree but a bench and that is something we have not done in the past.

After discussion staff was directed to bring back a draft notice of ratemaking for donations.

- C. Discussion of March Board Meeting Date**

It was the consensus of the board to keep the meeting on March 13, 2025.

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D. Discussion of Community Interests

Mr. deNagy stated we have former Supervisor Frank listed under parks & rec. and HOA coordination.

Mr. Rojas stated you can put my name on that and when we get a new board member, we can reevaluate it.

EIGHTH ORDER OF BUSINESS

Organizational matters

A. Acceptance of Resignation Letter from Supervisor Culton

On MOTION by Ms. Burns seconded by Mr. Rojas with all in favor Ryan Culton's resignation was accepted.

B. Discussion of Process to Fill Board Vacancy

Ms. Sandy stated typically we have advertised it, collected resumes, brought them back to the board for consideration and we can fill a seat by majority vote.

Mr. Rojas stated in the past the HOA has helped by sending out an email advising of the opening.

Mr. Vogel stated wait until the April meeting to have them submit their resume.

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

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Mr. deNagy stated a copy of the operations memorandum was included in the agenda package. You may have noticed that the water in Central Lake is very low and we are seeing where the water line was a where the vegetation is. I met with Prism Ecological who did the work at Lake Verdura and we looked at the northern part of the lake and I asked for a quote.

The board and staff discussed the location and type of lighting for the Blair Stone sign.

D. Manager

Mr. deNagy stated at the March meeting last year JPPI gave a presentation, and I can reach out to them again if it is something the board wants.

Ms. Burns stated I thought we put it on them to take the responsibility to come and request that exemption.

Ms. Sandy stated the new protocol going forward was that they would have to apply every year. Since this is the first year it makes sense to reach out to them and let them know the onus is on them to come to the board and ask.

TENTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

EEVENTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – March 13, 2025 at 6:30 p.m. at the Southwood Community Center

Mr. Vogel stated the next meeting is scheduled for March 13, 2025 at 6:30 p.m. at the same location.

The meeting adjourned at 7:13 p.m.

Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman