

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, March 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
Chuck Urban	Vice Chairman
Susan Burns	Supervisor
Kyle Rojas	Supervisor

Also present were:

Corbin deNagy	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Operations Manager – GMS
Chrissy Barber	All Pro

The following is a summary of the actions taken at the March 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 February 13, 2025 Meeting
- B. Balance Sheet as of January 31, 2025 and Statement of Revenues & Expenditures for the Period Ending January 31, 2025
- 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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March 13, 2025

Capital Region CDD

FOURTH ORDER OF BUSINESS**Appointment of Audit Committee**

On MOTION by Mr. Rojas seconded by Mr. Urban with all in favor the board members were appointed to serve as the audit committee.

FIFTH ORDER OF BUSINESS**Discussion of Budget Priorities**

Mr. deNagy stated my plan is to bring a draft budget to your April meeting. At the May meeting you will approve the proposed budget to set a high-water mark that can be amended downward until the budget is adopted in August.

SIXTH ORDER OF BUSINESS**Discussion of 2025 Viva Florida Landscape Demonstration Grant Application**

Mr. deNagy stated at the present time there is no path from the nature trail to the butterfly garden, it is separated by grass. The goal is to create a path around the garden and build up more of the wildflowers in that area. The total project is a little over \$5,000, the grant would cover the wildflowers and help with the installation. The total cost to the district would be around \$4,000.

It was the consensus of the board to not apply for the grant at this time and to put money into landscape enhancement to deter parking along the median on Four Oaks and Merchants Row.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Sandy stated we finished the landscape RFP, the notice will run March 17th and the packages will be ready for pickup at that time, site inspections will be available from March 17th through March 31st. There will be a mandatory pre-proposal meeting March 24th with proposals to be submitted by April 10.

B. Dantin Consulting

There being none, the next item followed.

B. Property Management Report

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Mr. deNagy stated I received the green light from the City of Tallahassee to submit the permit request for the Blair Stone entry sign where the current Neighborhood of the Year sign is located.

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. Special Use Permit Request – Girls on the Run 5K

On MOTION by Ms. Burns seconded by Mr. Urban with all in favor the special use permit request for Girls on the Run 5K was approved.

D. Manager

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

Supervisor Rojas thanked the staff for all their hard work behind the scenes.

NINTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – April 10, 2025 at 6:30 p.m. at the Southwood Community Center

Mr. Vogel stated the next scheduled meeting is April 10, 2025 at 6:30 p.m. in the same location.

The meeting adjourned at 7:10 p.m.

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Capital Region CDD

Signed by:

Corbin deNagy

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Secretary/Assistant Secretary

Signed by:

Matthew Vogel

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Chairman/Vice Chairman