

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, May 8, 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
Robin Barber	All Pro
Kim Bishop	All Pro
Connier Vernick	HOA
Jillian Green	Applicant for Open Seat 4
William Miller	Applicant for Open Seat 4
Valerie Reglat	Applicant for Open Seat 4
Several Residents	

The following is a summary of the actions taken at the May 8, 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

Organizational Matters

A. Appointment of New Supervisor to Fill Unexpired Term of Office (Seat4, 11/2008)

May 8, 2025

Capital Region CDD

B. Oath of Office for Newly Appointed Supervisor**C. Election of Officers, Resolution 2025-05**

Applicants for the Open Seat #4, Jillian Green, William Miller, and Valerie Reglat, introduced themselves to the Board. Each applicant was asked about what they thought the CDD's roles and responsibilities are. After discussion, the Board decided to evaluate each candidate and decide on the appointment at the next meeting.

FOURTH ORDER OF BUSINESS**Approval of Consent Agenda**

- A. Approval of the Minutes of the April 10, 2025 Meeting**
- B. Balance Sheet as of March 31, 2025 and Statement of Revenues & Expenditures for the Period Ending March 31, 2025**
- C. Allocation of Assessments**
- D. Check Register**

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

FIFTH ORDER OF BUSINESS**Acceptance of Minutes of the April 10, 2025
Audit Committee Meeting**

On MOTION by Mr. Vogel seconded by Mr. Rojas with all in favor the audit committee meeting minutes of April 10, 2025 were accepted.

SIXTH ORDER OF BUSINESS**Consideration of Agreement with Leon
County Tax Collector**

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor the agreement with the Leon County tax collector was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Landscape & Irrigation
Maintenance Services Proposal**

May 8, 2025

Capital Region CDD

Mr. deNagy stated all of the Board members had been provided a copy of All-Pro's proposal. Ms. Sandy stated as the Board was aware the District issued an RFP for landscape services, received 2 inquiries for the project manual, and ultimately only received one proposal, which was from the District's current vendor, All Pro. Ms. Sandy stated she reviewed the proposal to ensure the proposal was responsive and met all mandatory requirements from the RFP Project Manual; therefore, the Board could approve All Pro's proposal and award the contract to them or reject the proposal if it determined it was not in the best interest of the District to move forward with it. Discussion by the Board ensued.

On MOTION by Ms. Burns seconded by Mr. Rojas with all in favor the agreement for landscape and irrigation maintenance services with All Pro in the amounts of \$1,222,565.28 (Annual Total, Year 1), \$1,259,242.24 (Annual Total, Year 2), \$1,297,019.51 (Annual Total, Year 3), \$1,335,930.09 (Annual Total, Year 4), and \$1,376,008.00 (Annual Total, Year 5) was approved.

Ms. Sandy also noted that All Pro had requested their bid bond be returned. Board provided consensus it was ok with returning the bid bond at this time.

EIGHTH ORDER OF BUSINESS

Discussion Items

A. Unit 2 Alleyway Utility Easement Encroachment

Mr. deNagy stated there is a property in the alleyway that recently put in a fence that is outside the setback encroaching into the City's utility easement and CDD alley way. The board gave staff direction at April meeting to work with the city code enforcement who did go out and issued a voluntary compliance notice and talked to the homeowner. When they went onsite they observed that the neighbor's fence next to them is also encroaching into the CDD alley way and gave them a notice as well. Mr. deNagy reported after working with the City District staff had two options on how the District could move forward. Option 1 was the City was ok with closing out the voluntary compliance notice subject to two corrective actions, first the homeowners maintaining a two-foot minimum clearance around the light pole, and the second action would be requiring the homeowners to sign an easement encroachment document with the CDD. The City was looking for the District's buy in on this option and Counsel can prepare an easement encroachment and this will be encompassed together so there is no confusion between the city, homeowner and district. Ms. Sandy also noted that under this option the City also stated it would reserve the right to remove any portion of fences located within the easement, at the homeowners

May 8, 2025

Capital Region CDD

expense, if the City needed access. Option 2 is the Board inform Code enforcement that it was not ok with allowing the fences to stay on the District's property and ask Code enforcement to continue to pursue full removal of the fences; however, ultimately this option would defer to the City to pursue from there.

After discussion Mr. deNagy was directed to contact the code enforcement officer to hold off until and he and Mr. Rojas meet with the homeowner and they will report back at the next meeting.

B. Unit 50 Trees

Mr. deNagy stated there were 71 trees planted in Unit 50 and 47 have died and were recently removed, and we will look to do some tree replacement this fall and try to get something more suitable to that soil.

NINTH ORDER OF BUSINESS

Fiscal Year 2026 Proposed Budget

A. Review of Fiscal Year 2026 Proposed Budget

Mr. deNagy gave an overview of the proposed 2026 general fund budget that reflects a 5.9% increase, which is mainly driven by the increase in landscape and irrigation maintenance. I'm waiting for confirmation from the city that they will no longer charge the stormwater operating fees but those have been removed from the budget. The District has been paying approximately \$16,000 every three years for the stormwater operating permits. For reference, a 5.9% increase for a one-acre lot is \$58.52 on an annual basis and a 30-foot lot is \$16.37 on an annual basis. The Catholic School's O&M portion is not included. We can talk about that now. For reference, if the Catholic School's O&M assessment is not waived, their O&M assessment would be approximately \$13,500.

Mr. Vogel questioned if the O&M assessment could be phased in over the next few years.

Mr. Urban questioned if we could exempt the O&M assessment for Fiscal Year 2026 with the intention that this will be the last year.

Mr. Rojas stated this has come before the board all the time. I'm not in favor of giving the tax exemption anymore because we are raising taxes on taxpayers in Southwood.

May 8, 2025

Capital Region CDD

Ms. Burns stated we have the printout from the school and it does not prove that they are in need of \$13,500, they have substantial amounts of money. This community has been gracious with this school for a lot of years and it is time they stand on their own.

Mr. Urban moved to exempt the Catholic High School from the fiscal year 2026 assessment and Mr. Vogel seconded the motion and on voice vote with Mr. Urban and Mr. Vogel in favor and Ms. Burns and Mr. Rojas against the motion failed.

B. Consideration of Resolution 2025-06 Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date to Adopt (08/14/25)

Ms. Sandy stated that the assessment exemption for the Catholic School has been granted on a year-by-year basis in the past; therefore, without approval by the Board to grant the exemption for FY 2025-2026, the version of the budget and assessments that would be presented to the Board for approval tonight would have to include an O&M Assessment on the Catholic School.

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor Resolution 2025-06 approving the proposed fiscal year 2026 budget, subject to updating the budget to include O&M assessments for the Catholic High School, and setting the public hearing for August 14, 2025 was approved.

TENTH ORDER OF BUSINESS

Consideration of Work Authorization No. 13 for AtkinsRealis USA, Inc.

Mr. deNagy stated they are going to update the map and help us with the Unit 10 alleyways. The fees are not to exceed \$30,000.

On MOTION by Mr. Rojas seconded by Mr. Urban with all in favor work authorization no. 13 with AtkinsRealis USA, Inc. was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

May 8, 2025

Capital Region CDD

B. 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. Discussion of Request for Maple Ridge Site Furniture

This item tabled.

4. Reminder to File Form 1 and Annual Ethics Training

Mr. deNagy stated this is your reminder to file the form 1 due July 1st and the ethics training needs to be completed by December 31st.

C. Manager

Mr. deNagy stated I got a call from the city today about the development in Town Center and they asked about alleyway ownership and maintenance. It was not shown on the preliminary site plan that the CDD maintains the alleyways. This is going to come to the DRC meeting Monday, and I understand they are going to ask the developer that question.

Mr. Rojas stated the last few developments that have come into SouthWood, Premier and Maple Ridge, it seems we are having to pick up the slack that the developer didn't take care of. I want to make sure whoever the developer is we are looking at everything so we don't have to go back and spend taxpayer money to fix a terrible job. Although we don't have a lot of say the City of Tallahassee does listen to us.

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

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS**Audience Comments**

May 8, 2025

Capital Region CDD

Ms. Barber stated I want to thank you for trusting us to take care of the neighborhood. We live here as well.

A resident stated all these trees grow more and more and we don't maintain them very well. One of my pet peeves is mistletoe and homeowners aren't going to pay to have the tree stripped of mistletoe. Somebody ought to take it out of there or the tree is going to die. I think you ought to budget to take care of the trees.

Mr. Barber stated you are responsible for the trees in front of your house.

A resident stated last month I proposed placing some high-end small footprint gym equipment along one of our paths. I sent you a digital copy of some of the information I was able to obtain from a vendor. Two proposals were in the \$77,000 range the third one was in the low \$30,000 range. This proposal is much more in line with what I was thinking versus the \$77,000.

Mr. Rojas stated I talked to Kevin with the HOA the other day and they created an enhancement committee and raised the HOA fees with a goal of adding amenities. Kevin thought it was a great idea and he thought the quotes were a little high. The HOA had priced it out but they don't have land. They already have \$120,000 in a savings account and you want to do something. He is excited and thinks it is a joint project we can work on with the HOA where we will find land and lease it to them that way we don't have to raise assessments or take from our reserves.

FOURTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – June 12, 2025 at 6:30 p.m. at the Southwood Community Center

Mr. Vogel stated the next meeting is scheduled for June 12, 2025 at 6:30 p.m. in the same location.

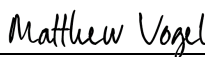
The meeting adjourned at 8:27 p.m.

Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman

May 8, 2025

Capital Region CDD