

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, June 12, 2025 at 6:33 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
Valerie Reglat	Supervisor

Also present were:

Corbin deNagy	District Manager
Sarah Sandy	District Counsel
Robert Berlin	Consultant
Chrissy Barber	All Pro
Kevin Eason	HOA
Several Residents	

The following is a summary of the actions taken at the June 12, 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 (Seat 4 11/2028)

On MOTION by Mr. Rojas seconded Ms. Burns with all in favor Valerie Reglat was appointed to fill the unexpired term of office.
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B. Oath of Office for Newly Appointed Supervisor

Mr. deNagy administered the oath of office to Ms. Reglat.

C. Election of Officers, Resolution 2025-05

On MOTION by Mr. Rojas seconded by Mr. Urban with all in favor Resolution 2025-05 was approved reflecting the following officers: Matthew Vogel Chairman, Chuck Urban vice chair, Susan Burns, Kyle Rojas, Valerie Reglat, Marilee Gilees, Daniel Laughlin, Darrin Mossing, James Oliver and Matt Biagetti assistant secretaries, Corbin deNagy secretary and assistant treasurer, James Oliver treasurer, Darrin Mossing, Patti Powers, Marilee Giles, Daniel Laughlin, and Matt Biagetti assistant treasurer.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the May 8, 2025 Meeting**
- B. Balance Sheet as of May 31, 2025 and Statement of Revenues & Expenditures for the Period Ending May 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

Consideration of Committee Rankings of Proposals to Perform the Audit for Fiscal Year 2024

On MOTION by Mr. Vogel seconded by Mr. Rojas with all in favor the recommendation of the audit committee of Grau & Associates as the number one ranked firm and to enter into an audit engagement with Grau & Associates was accepted.

SIXTH ORDER OF BUSINESS

Public Hearing Date to Adopt Rules, Rates, Fees and Charges, Resolution 2025-07

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor the public hearing was opened.

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A resident asked a clarifying question about selecting a location for a memorial tree. There being no other public comments, the Board took the following action:

On MOTION by Ms. Burns seconded by Mr. Rojas with all in favor the public hearing was closed.

On MOTION by Mr. Urban seconded by Ms. Burns with all in favor Resolution 2025-07 was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Proposals:****A. Apogee for Blair Stone Entry Signage**

Mr. deNagy stated we have been waiting for approval by St. Joe for use of their service mark and we waited so long, I called and emailed to ask if we could just put up a sign that only says Southwood similar to the community center sign without a license agreement for the service mark and sent a picture of the proposed sign. St. Joe's Registered Agent confirmed via email that St. Joe was ok with the District installing a sign that just says Southwood without a license agreement, and I have that in an email and sent it to District Counsel to make sure that would be enough for the Board to move forward with this project. Ms. Sandy stated the email was good to have in the District's files; but noted to the Board that there were risks to relying on an email.

Mr. Eason stated the HOA put aside \$12,500 to contribute towards the sign project a year and a half ago and I feel confident that the HOA board will approve that at their July 22nd meeting.

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor the proposal from Apogee Signs, Inc. in the amount of \$21,700 for the Blair Stone entry sign was approved.

B. All-Pro for Four Oaks Landscaping

The Board discussed the All-Pro proposal included in the agenda package, and the consensus was the price was too high.

On MOTION by Mr. Rojas seconded by Ms. Burns with all in favor Supervisor Urban was authorized to work with staff to work up a

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plan for this area to be brought to a future meeting for consideration.

C. All-Pro for Unit 17 Tree Removal

Mr. Urban asked if this work is required.

Mr. deNagy explained that the District worked with an arborist back in 2023 on several trees of concern in Unit 17 which were ultimately removed. That letter from November 2023 also stated that thinning the pines would, overtime, help the health of the remaining trees. He also explained that many of the trees in this proposal have disease or bug damage, so we are trying to be proactive based on those factors along with the letter from the arborist.

On MOTION by Mr. Vogel seconded by Ms. Burns with three in favor and Mr. Urban and Mr. Rojas opposed the proposal to remove 13 pine trees in Unit 17 in accordance with an arborist's recommendation in the amount of \$7,200 was approved.

EIGHTH ORDER OF BUSINESS

Discussion Items:

A. Fiscal Year 2026 Approved Budget (Adoption August 14, 2025)

B. Unit 2 Alleyway Utility Easement Encroachment

Mr. Rojas stated that alleyway is the only one in Southwood that has a longer right of way, the fence is flush with the neighbor's fence, it is on CDD property, which is a concern of the board and the aspect of the light pole being behind the fence. The homeowner has agreed that he would pay to have the light moved outside the fence or they can put in a gate. I'm okay with that approach and allowing the fences to stay if both neighbors sign a waiver acknowledging they are encroaching on our property.

On MOTION by Mr. Vogel seconded by Mr. Rojas with all in favor allowing the fences to remain subject to (i) the District entering an encroachment agreement with the homeowners, (ii) the homeowner working with the City of Tallahassee and paying for the relocation of the alleyway streetlight and (iii) the homeowners paying for District Counsel to prepare the encroachment agreement was approved.

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

There being none, the next item followed.

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

Mr. deNagy stated two of the items have been completed. You are looking at one new bench and two trashcans for roughly \$3,600.

4. Discussion of LDR-5 Site Furniture

Mr. deNagy explained that this proposal previously came before the Board but, since the District doesn't own the common areas in LDR-5, it was decided to work with St. Joe, who is the owner of the common areas. After several attempts to get an update on St. Joe deeding the common areas over to the District, I called St. Joe's Registered Agent and got a response. St. Joe is not ready to deed this property to the District but has no issues with the District installing site furniture, and they sent me an email to confirm in writing. Ms. Sandy noted for the Board that again there were risks to relying on an email to install furniture in the common area given the CDD did not have clear rights to the furniture or property once the furniture was installed.

On MOTION by Mr. Urban seconded by Mr. Rojas with all in favor staff was authorized to purchase site furniture for LDR 5 in an amount not to exceed \$7,500.

5. Public Facilities Report

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On MOTION by Mr. Vogel seconded by Mr. Urban with all in favor the public facilities report was accepted.

6. Special Use Application – July 4th Celebration

On MOTION by Mr. Rojas seconded by Mr. Urban with all in favor the special use application for the 4th of July celebration was approved without requiring a deposit.

C. District Manager

1. Annual Form 1 Filing & Annual Ethics Training

The Form 1 filing is due July 1st and you need to complete the ethics training by December 31st.

2. Report on Number of Registered Voters 3,883

A copy of the letter from the supervisor of elections indicating there are 3,883 registered voters residing in the district.

TENTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

A resident asked is it possible to get more than one proposal for landscape enhancements? There are no rings around the trees on Merchants Row. Can you put that in the next budget?

A resident asked if it would be possible to make a trail in Unit 17 along the lake.

TWELFTH ORDER OF BUSINESS

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

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

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The meeting adjourned at 8:13 p.m.

Signed by:

Corbin deNagy

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Secretary/Assistant Secretary

Signed by:

Matthew Vogel

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Chairman/Vice Chairman