

**Capital Region
Community Development District**

475 West Town Place
Suite 114
St. Augustine, Florida 32092

February 3, 2011

Board of Supervisors
Capital Region Community Development District
Call In # 1-800-264-8432 Code 551344

Dear Board Members:

The Capital Region Community Development District Audit Committee Meeting is scheduled for **Thursday, February 10, 2011 at 6:30 P.M.** at the **Southwood Community Center, 3196 Merchants Row Boulevard, Suite 130, Tallahassee, Florida 32311.** Immediately following the Audit Committee Meeting will be the Board of Supervisors Meeting.

Following is the advance agenda for these meetings:

Audit Committee Meeting

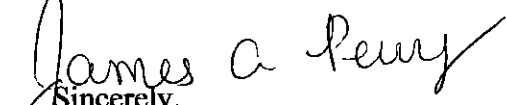
- I. Roll Call
- II. Review and Selection of Audit RFP Criteria
- III. Other Business
- IV. Adjournment

Regular Business Meeting

- I. Roll Call
- II. The Pledge of Allegiance
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the January 12, 2011 Meeting

- B. Balance Sheet as of December 31, 2010 and Statement of Revenues & Expenditures for the Period Ending December 31, 2010
- C. Treasury Report – December 31, 2010
- D. Allocation of Assessment
- E. Check Register
- IV. Consideration of Proposals for Engineering Services
- V. Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Fiscal Year 2011 Auditing Services
- VI. Staff Reports
 - A. Attorney - Memorandum
 - B. Engineer
 - C. Property Management
 - 1. All Pro Reports
 - 2. Operations Memorandum
 - 3. Infrastructure Report
 - 4. Special Use Applications
 - 5. Lake Water Sampling Report
 - 6. Homeowner Landscape Request for Newberry Park/Median
 - 7. Variance Report
 - D. Manager
- VII. Other Business
- VIII. Supervisors Requests
- IX. Audience Comments
- X. Next Scheduled Meeting – March 10, 2011 @ 6:30 p.m. at **Southwood Community Center**
- XI. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.


Sincerely,
James A. Perry
District Manager