

**Capital Region  
Community Development District**

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

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April 7, 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, April 14, 2011 at 6:30 P.M.** at the **Southwood Community Center, 4675 Grove Park Drive, 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 Ranking of Audit Proposals for Fiscal Year 2011
- 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 March 10, 2011 Meeting
  - B. Balance Sheet as of February 28, 2011 and Statement of Revenues & Expenditures for the Period Ending February 28, 2011
  - C. Treasury Report – February 28, 2011

- D. Allocation of Assessment
- E. Check Register
- IV. Consideration of Agreement with Atkins North America Holding Corporation (PBS&J) for Engineering Services
- V. Approval of Work Authorization Number 1 with Atkins North America Holding Corporation
- VI. Consideration of Proposals for Audit Services for Fiscal Year 2011
- VII. Consideration of Florida Association of Special Districts (FASD) Association Dues - \$1,125
- VIII. Discussion of Merchant Row – Occupancy / Course of Action / Timeframe etc...
- IX. Staff Reports
  - A. Attorney
    - 1. Memorandum
    - 2. Discussion of Central Park Easement Modification
    - 3. Discussion of Changes to Americans with Disabilities Act
  - B. Engineer – Ratification of Traffic Study
  - C. Property Management
    - 1. All Pro Reports
    - 2. Operations Memorandum
    - 3. Consideration of Proposal from Florida Fence & Deck
    - 4. Variance Report
    - 5. Update of Restoration of Disturbance in Conservation Area
  - D. Manager – Sembler Assessment
- X. Other Business
- XI. Supervisors Requests
- XII. Audience Comments

XIII. Next Scheduled Meeting – May 12, 2011 @ 6:30 p.m. at Southwood Community Center

XIV. 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