

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 8, 2007 at 8:30 a.m. at the Brokaw-McDougall House, 329 North Meridian Street, Tallahassee, Florida.

Present and constituting a quorum were:

Jorge Gonzalez	Chairman (joined meeting in progress)
Alan Hanstein	Secretary
Mary Lee Kiracofe	Assistant Secretary
Sean Fennelly	Assistant Secretary
Corbett Drew	Supervisor

Also present were:

James A. Perry	District Manager by telephone
Brian Crumbaker	District Counsel
Fred Greene	District Engineer
Abe Prado	St. Joe
Kevin Lynn	GVA Advantis
Norman Robertson	PBS&J
Joe Brown	Hopping Green & Sams

FIRST ORDER OF BUSINESS

Roll Call

Mr. Crumbaker called the meeting to order at 9:00 a.m.

SECOND ORDER OF BUSINESS

Organizational Matters

Mr. Crumbaker stated the next item on the agenda is organizational matters.

A. Acceptance of Resignation Letter from Pat Groeniger

Mr. Crumbaker stated item A is acceptance of resignation letter from Pat Groeniger. We received a resignation letter from Mr. Groeniger that is included in your agenda package and I ask for a motion to accept Mr. Groeniger's resignation.

On MOTION by Ms. Kiracofe seconded by Mr. Fennelly with all in favor Mr. Groeniger's resignation was accepted.

B. Consideration of Appointment to Fill Unexpired Term of Office (11/2008)

Mr. Crumbaker stated item B is consideration of appointment to fill the unexpired term of office. Due to Mr. Groeniger's resignation we need to fill the unexpired term that runs through November 2008. Are there any nominations to fill that position?

On MOTION by Mr. Fennelly seconded by Ms. Kiracofe with all in favor Corbett Drew was appointed to fill the unexpired term of office.

C. Oath of Office to Newly Appointed Supervisor

Mr. Perry read the oath of office to Mr. Drew and Mr. Crumbaker being a notary public of the State of Florida and being present at the meeting will affirm that the oath was taken.

Mr. Gonzalez joined the meeting at this time.

D. Election of Officers

Mr. Crumbaker stated item D is the election of officers. As you are aware the board has a chair and vice chair and the remaining board members are assistant secretaries. Mr. Groeniger was vice chair and we can table the item until later or if the board is prepared to identify a new vice chair we can do that at this time. We will table this item until the next meeting.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the January 4, 2007 Meeting**
- B. Balance Sheet as of January 31, 2007 and Statement of Revenues & Expenditures for the Period Ending January 31, 2007**
- C. Treasury Report – January 31, 2007**
- D. Allocation of Assessments**
- E. Check Register – 1/4/07 through 2/26/07**
- F. Allocation of Assessments – St. Joe**
- G. SouthWood Grove Park Trails Scope from Allen Nobles and Associates**

H. Summary of Projects under \$5,000

Mr. Crumbaker stated the next item on the agenda is approval of the consent agenda. Are there any items the board members would like to have removed from the consent agenda?

There being no requests to remove items from the consent agenda,

On MOTION by Mr. Hanstein seconded by Ms. Kiracofe with all in favor the consent agenda items were approved.

FOURTH ORDER OF BUSINESS

Consideration of Interim Agreement with All Pro Landcare of Tallahassee, Inc. to Provide Landscape Maintenance Services

This item tabled.

FIFTH ORDER OF BUSINESS

Consideration of Agreement with All Pro Landcare of Tallahassee, Inc., to Provide Landscape/Irrigation/Infrastructure Maintenance Services

This item tabled.

SIXTH ORDER OF BUSINESS

Change Orders

- A. Change Order No. 2 for Esplanade Extension at Epoch Driveway**
- B. Change Order No. 5 for construction of SouthWood Unit 29**

This item tabled.

SEVENTH ORDER OF BUSINESS

Request to Advertise for Bids Regarding Construction for Orange Avenue

Mr. Crumbaker stated the next item we have is a request to advertise for bids regarding construction for Orange Avenue.

Mr. Greene stated we have the bid package ready to go and this particular part of Orange Avenue is from Capital Circle to Unit 29. We need your authority to put the advertisement in the paper to take the bids.

On MOTION by Ms. Kiracofe seconded by Mr. Hanstein with all in favor staff was authorized to advertise for bids for Orange Avenue from Capital Circle to Unit 29.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals to Raise Transmission Lines for Future Roadway Extension

Mr. Crumbaker stated the next item on the agenda is consideration of proposals to raise transmission lines for future roadway extension.

Mr. Greene stated this is a proposal from the City of Tallahassee to raise the transmission mains that will go over Orange Avenue. This will be a cost sharing and this is their estimate of our costs for raising those lines, \$28,775.

Mr. Fennelly stated it will be advance funded by St. Joe and reimbursed in part by the CDD and the City?

Mr. Greene responded the total cost will be cost shared between the district and the city. They are going to pay for part of it.

Mr. Fennelly stated right St. Joe is going to pay for it upfront and the city and CDD pay it back later.

Mr. Prado stated the \$28,775 is the share paid by the CDD.

Mr. Hanstein stated at the last meeting we had a discussion that they didn't know yet where Orange Avenue is going to be, is this part of it now or have they decided?

Mr. Prado responded the commission approved the location.

On MOTION by Mr. Fennelly seconded by Ms. Kiracofe with all in favor the proposal to raise the transmission lines was approved.

Mr. Prado stated this is an estimate that the city has given us.

Mr. Crumbaker stated an item not on the agenda that we would like to add is termination of the procurement process for the ponds. As you recall several months ago the board authorized district staff to proceed with the procurement of construction services for the pond on Capital Circle. In the end we ended up being able to enter into an intergovernmental agreement with Blueprint 2000 and as a result of that we didn't really need to procure services for that project. I request a motion of the board authorizing district staff to terminate that procurement process.

On MOTION by Fennelly seconded by Ms. Kiracofe with all in favor the procurement process for the construction of the ponds was terminated.

NINTH ORDER OF BUSINESS

Work Authorizations

A. Work Authorization 95 – General Engineering Services – PBS&J

This item tabled.

B. Work Authorization 96 – Amendment to Improvement Plan

Mr. Crumbaker stated the next item we are going to skip to is item 9B which is work authorization no. 96 to the improvement plan.

Mr. Greene stated if you will look under Tab B you will find work authorization no. 96. We need to amend the improvement plan to bring in Unit 23 and this work authorization will do that and it is in the estimated amount of \$6,700 plus 10% for expenses so the total on the back side of the sheet is \$7,370.

Mr. Crumbaker stated because Unit 23 was added to the district we have to go through the assessment process in order to levy the assessments like everyone else is currently paying in the community and in order to commence that process we have to have the engineer amend his improvement plan and amend the assessment report in order to commence the assessment process for that unit so this is a work authorization for Fred in a not to exceed amount and for the district financial advisor to amend the assessment report as well.

On MOTION by Mr. Hanstein seconded by Mr. Fennelly with all in favor work authorization no. 96 was approved.

Mr. Crumbaker stated the second item which is part and parcel of this is the other items of the report that have to be prepared and submitted to the district's assessment methodology report. The assessment methodology report is what actually sets out the methodology for assessing various lots, types of units and numbers etc. We don't think there is going to be a change in the unit counts, it is just bringing in that land. We are going to have to prepare an assessment roll and things of that nature so that land is identified as part of the district

assessment area, unit 23. The district financial advisor which is Fishkind & Associates has prepared all the reports to date for this district and has provided a proposal in the not to exceed amount of \$5,000. There may still be some room to lower that, amount but in the interest of time so that hopefully next month we can commence the assessment process for Unit 23 and the reason why we are kind of in a rush to do this is so that in November when we have tax bills go out that Unit 23 is part of that process - I request a motion authorizing district staff to negotiate an agreement with Fishkind & Associates for a not to exceed amount of \$5,000.

On MOTION by Mr. Hanstein seconded by Mr. Fennelly with all in favor staff was authorized to negotiate an agreement with Fishkind & Associates in an amount not to exceed \$5,000 to prepare the amendment to the assessment report for Unit 23.

C. Work Authorization 97 – Engineering General Services

This item tabled.

D. Work Authorization 98 – SouthWood – Master Natural Features Inventory (NFI) 2007

This item tabled.

E. Work Authorization 99 – SouthWood – Tram Road Borrow Pit

Mr. Crumbaker stated the next item that we would like to present today is item 9E which is work authorization no. 99.

Mr. Greene stated this work will be done by Post Buckley as subcontractor to CH2M Hill and includes surveys, permits, contract documents and limited contract administration for a proposed borrow site on 2 ½ acres south of Tram Road and east of SD 111C. You can see the tasks on the back of the page. The estimated amount is \$47,074 and this has been reviewed with Mr. Prado and he has indicated his approval of this and we recommend approval.

On MOTION by Mr. Fennelly seconded by Ms. Kiracofe with all in favor work authorization no. 99 was approved.

F. Work Authorization 100 – Shumard Oaks

This item tabled.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Crumbaker stated you should have before you a revised schedule. There are two dates that will be shifted, the July meeting date and the November meeting date. With this change we should not have any additional conflicts for the remainder of this year but I request a motion to approve the revised meeting schedule and we will provide notices pursuant to law.

Mr. Perry stated just a point of clarification the meetings for the next fiscal year have not been set. We will take up the November meeting when we set the dates for next year.

Mr. Crumbaker stated it is the July date that is being changed.

Mr. Hanstein stated July 5, may not be a good date. We can change it two months from now or just go ahead and pick the 19th.

Mr. Crumbaker stated let's just look at it next month. We will table it and bring it back next month.

B. Engineer

There not being any, the next item followed.

C. Property Management Report

There not being any, the next item followed.

D. Manager

There not being any, the next item followed.

ELEVENTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Ms. Kiracofe stated I have a request from Gary Gordon who lives on Grove Park Drive and another similar request from his neighbor. They are concerned about the new growth of trees on the northeastern edge of Central Park, it is obstructing their view in the future and I

explained to them that I know there is a lake management plan, we have a conservation area designated but that I would bring this to the board and ask if our community manager could look into it.

Mr. Lynn stated we will take a look at it.

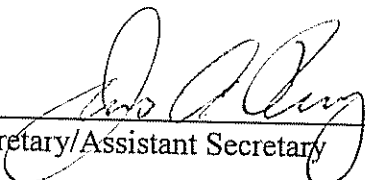
Ms Kiracofe stated my second item is that I understand we have a lot of landscape material in a holding pattern and my question was is there a plan to use that somewhere else since the CDD purchased that?

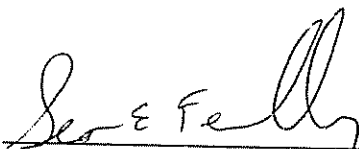
Mr. Lynn responded it doesn't belong to the CDD.

THIRTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – 4/12/07 at 8:30
a.m. @ Brokaw-McDougall House**

On MOTION by Ms. Kiracofe seconded by Mr. Hanstein with all
in favor the meeting adjourned at 8:50 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman