



**CAPRON TRAIL  
COMMUNITY DEVELOPMENT  
DISTRICT**

**ST. LUCIE COUNTY  
REGULAR BOARD MEETING  
APRIL 18, 2022  
1:30 P.M.**

Special District Services, Inc.  
The Oaks Center  
2501A Burns Road  
Palm Beach Gardens, FL 33410

[www.caprontraileddd.org](http://www.caprontraileddd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**CAPRON TRAIL**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Premier Citrus  
14885 Indrio Road  
Ft. Pierce, Florida 34945  
**REGULAR BOARD MEETING**  
April 18, 2021  
1:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. March 21, 2021 Regular Board Meeting.....Page 3
- G. Old Business
  - 1. Annexation of 450 Acres into the District
  - 2. Discussion/Consideration of Stewardship District
- H. New Business
- I. Engineer’s Report
- J. Attorney’s Report
- K. Field Maintenance Report
- L. Administrative Matters
  - 1. Financial Report.....Page 7
- M. Board Members Comments
- N. Adjourn

# Treasure Coast Newspapers

PART OF THE USA TODAY NETWORK

St Lucie News Tribune

1801 U.S. 1, Vero Beach, FL 32960

## AFFIDAVIT OF PUBLICATION

### SPECIAL DISTRICT SERVICES

2501 BURNS RD # A

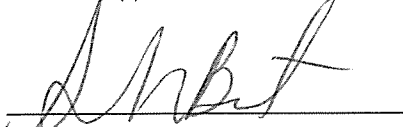
PALM BEACH GARDENS, FL 33410-5207

STATE OF WISCONSIN

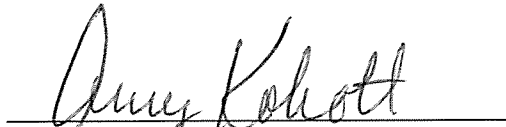
COUNTY OF BROWN

Before the undersigned authority personally appeared, said legal clerk, who on oath says that he/she is a legal clerk of the St Lucie News Tribune, a daily newspaper published at Fort Pierce in St. Lucie County, Florida; that the attached copy of advertisement was published in the St Lucie News Tribune in the following issues below. Affiant further says that the said St Lucie News Tribune is a newspaper published in Fort Pierce in said St. Lucie County, Florida, and that said newspaper has heretofore been continuously published in said St. Lucie County, Florida, daily and distributed in St. Lucie County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid or promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. The St Lucie News Tribune has been entered as Periodical Matter at the Post Offices in Fort Pierce, St. Lucie County, Florida and has been for a period of one year next preceding the first publication of the attached copy of advertisement.

Issue(s) dated before where the dates are noted: 10/06/2021

  
\_\_\_\_\_

Subscribed and sworn to before on October 7, 2021:

  
\_\_\_\_\_  
Notary, State of WI, County of Brown

  
\_\_\_\_\_  
My commission expires

Publication Cost: \$147.06

Ad No: 0004938081

Customer No: 1313365

PO #:

AMY KOKOTT  
Notary Public  
State of Wisconsin

# of Affidavits: 1

CAPRON TRAIL COMMUNITY  
DEVELOPMENT DISTRICT FIS-  
CAL YEAR 2021/2022 REGU-  
LAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that  
the Board of Supervisors of  
the Capron Trail Community  
Development District will hold  
Regular Meetings in the offi-  
ces of Premier Citrus located  
at 14885 Indrio Road, Fort  
Pierce, Florida 34945 at 1:30  
p.m. on the following dates:

October 18, 2021  
November 15, 2021  
December 20, 2021  
January 17, 2022  
February 21, 2022  
March 21, 2022  
April 18, 2022  
May 16, 2022  
June 20, 2022  
July 18, 2022  
August 15, 2022  
September 19, 2022

The purpose of the meetings  
is to conduct any business  
coming before the Board.  
Meetings are open to the  
public and will be conducted  
in accordance with the provi-  
sions of Florida law. Copies of  
the Agendas for any of the  
meetings may be obtained  
from the District's website or  
by contacting the District  
Manager at (772) 345-5119  
and/or at toll free 1-877-737-  
4922 prior to the date of the  
particular meeting.

From time to time one or  
more Supervisors may partici-  
pate by telephone; therefore  
a speaker telephone may be  
present at the meeting loca-  
tion so that Supervisors may  
be fully informed of the dis-  
cussions taking place. Said  
meetings may be continued as  
found necessary to a time and  
place specified on the record.

If any person decides to ap-  
peal any decision made with  
respect to any matter consid-  
ered at these meetings, such  
person will need a record of  
the proceedings and such per-  
son may need to insure that a  
verbatim record of the pro-  
ceedings is made at his or her  
own expense and which re-  
cord includes the testimony  
and evidence on which the  
appeal is based.

In accordance with the provi-  
sions of the Americans with  
Disabilities Act, any person re-  
quiring special accommoda-  
tions or an interpreter to par-  
ticipate at any of these meet-  
ings should contact the  
District Manager at (772) 345-  
5119 and/or toll-free at 1-877-  
737-4922 at least seven (7)  
days prior to the date of the  
particular meeting.

Meetings may be cancelled  
from time to time without ad-  
vertised notice.

Capron Trail Community De-  
velopment District [www.capro-  
ntrailcdd.org](http://www.capro-<br/>ntrailcdd.org)  
Pub Oct. 6th, 2021  
TCN4938081

**CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
MARCH 21, 2022**

**A. CALL TO ORDER**

The March 21, 2022 Regular Board Meeting of the Capron Trail Community Development District (the “District”) was called to order at 1:32 p.m. at the offices of Premier Citrus, 14885 Indrio Road, Fort Pierce, Florida 34945.

**B. PROOF OF PUBLICATION**

Mr. Sakuma presented proof of publication that notice of the Regular Board Meeting was published in the *St. Lucie News Tribune* on October 6, 2021, as required by law.

**C. ESTABLISH QUORUM**

Mr. Sakuma stated that the attendance of Supervisors Tom Jerkins, Nick Stewart and Randy Weaver constituted a quorum and it was in order for the meeting to proceed. Supervisor David Bass participated by phone.

Also in attendance were: District Manager Frank Sakuma of Special District Services, Inc., attorney Dan Harrell of Gonano & Harrell, Tom McGowan, P.E. of AECOM and attorney Jonathan Johnson of Kutak Rock LLP (by phone).

**D. ADDITIONS OR DELETIONS TO AGENDA**

Chairman Jerkins asked for the following items to be added to the New Business section of the agenda:

- Consideration of annexing adjacent property into the District;
- Discussion of “stewardship district” concept.

The agenda was adopted, as amended, on a **motion** made by Mr. Weaver, seconded by Mr. Jerkins. The **motion** passed unanimously.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. November 15, 2021 Regular Board Meeting**

The November 15, 2021 Regular Board Meeting minutes were approved, as presented, on a **motion** made by Mr. Weaver, seconded by Mr. Jerkins. The **motion** passed unanimously.

**G. OLD BUSINESS**

There were no Old Business items to come before the Board.

## **H. NEW BUSINESS**

### **1. Discussion Regarding the Wetlands on the North and South Ends of the District**

Mr. Weaver informed the Board about wetlands on the north and south ends of the District which need to be brought into compliance per the South Florida Water Management District (SFWMD). After discussion it was determined the District would seek guidance from SFWMD as to acceptable treatment options and timeline.

### **2. Consider Approval of Proposal for Year 2022 Reservoir Inspection**

The Board discussed the annual reservoir inspection proposal from Ardaman & Associates, Inc. and the addendum offered by District's attorney Mr. Harrell. There was a **motion** approving the Ardaman proposal and addendum for the reservoir inspection made by Mr. Bass, seconded by Mr. Weaver and the **motion** carried unanimously.

### **3. Consideration of Annexing Adjacent Property into the District**

Mr. Jerkins asked the Board to consider authorizing the annexation of approximately 450 acres of Premier property adjacent to the south boundary of the District. There was Board discussion of impact on operational expenses and how assessments may be spread among more property within a larger district. There was a **motion** to allow for the annexation of approximately 450 acres adjacent to the southern boundary, with no cost to the District, made by Mr. Jerkins, seconded by Mr. Weaver and the **motion** carried unanimously.

### **4. Discussion of "Stewardship District" Concept**

Attorney Jonathan Johnson led the discussion on the difference between a Community Development District and a Stewardship District. He provided several examples of Stewardship Districts in Florida, answered questions from the Board and offered to reach out to District landowners following the meeting. The discussion generally focused on advantages of Stewardship District board turnover and also the current legislative climate. Beyond discussion, no additional Board action was taken.

## **I. ENGINEER'S REPORT**

Mr. McGowan reminded the Board that his team was working on the new statutory stormwater needs assessment that is due for submittal to St. Lucie County on or before June 30, 2022.

## **J. ATTORNEY'S REPORT**

There was further comment from the District's Attorney.

## **K. FIELD MAINTENANCE REPORT**

There was further comment related to field maintenance.

## **L. ADMINISTRATIVE MATTERS**

**Financial Report:** Mr. Sakuma noted the Financial Report included in the Board Package.

**M. BOARD MEMBER COMMENTS**

Mr. Jerkins thanked staff for their assistance for items raised in the meeting.

**N. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 2:54 p.m.

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Secretary

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Chairman



Capron Trail  
Community Development District

**Financial Report For  
March 2022**

**CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
OPERATING FUND  
MARCH 2022**

	Annual Budget 10/1/21 - 9/30/22	Actual Mar-22	Year To Date Actual 10/1/21 - 3/31/22
<b>REVENUES</b>			
O & M ASSESSMENTS	341,193	0	339,958
FACILITIES & SERVICE AGREEMENT	15,209	15,209	15,209
OTHER INCOME	0	0	0
INTEREST INCOME	360	0	8
<b>TOTAL REVENUES</b>	<b>\$ 356,762</b>	<b>\$ 15,209</b>	<b>\$ 355,175</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
SUPERVISOR FEES	0	0	0
FICA TAXES	0	0	0
ENGINEERING	13,000	0	0
MANAGEMENT FEES	24,000	2,000	12,000
LEGAL FEES	3,000	0	2,877
AUDIT FEES	3,500	0	0
INSURANCE - LIABILITY	6,064	0	5,706
LEGAL ADVERTISING	1,050	0	0
POSTAGE AND DELIVERY	300	0	28
OFFICE SUPPLIES/MISCELLANEOUS	1,000	59	516
DUES & SUBSCRIPTIONS	175	0	175
WEBSITE MANAGEMENT	1,750	145	875
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 53,839</b>	<b>\$ 2,204</b>	<b>\$ 22,177</b>
<b>MAINTENANCE EXPENDITURES</b>			
MOWING	44,000	0	12,581
FUEL & OIL	72,630	0	45,140
AQUATIC MAINTENANCE	17,565	0	4,456
OPERATIONS MANAGEMENT	48,000	0	15,375
ROADWAYS & CULVERTS	12,000	0	5,274
CANAL REPAIR & MAINTENANCE	8,400	0	2,733
RESERVOIR REPAIR & MAINTENANCE	23,380	0	548
DRAINAGE ENGINE/PUMP REPAIR & MAINTENANCE	45,000	0	14,069
INSURANCE - MAINTENANCE	1,500	0	0
MISCELLANEOUS MAINTENANCE	1,936	0	0
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 274,411</b>	<b>\$ -</b>	<b>\$ 100,176</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 328,250</b>	<b>\$ 2,204</b>	<b>\$ 122,353</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 28,512</b>	<b>\$ 13,005</b>	<b>\$ 232,822</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,256)	0	(13,395)
DISCOUNTS FOR EARLY PAYMENTS	(14,256)	0	(11,417)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 13,005</b>	<b>\$ 208,010</b>
CARRYOVER FROM PRIOR YEAR	0	0	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 13,005</b>	<b>\$ 208,010</b>

**Note: Premier Citrus Management Invoices Received Through February 2022**

Bank Balance As Of 3/31/22	\$ 329,134.96
Accounts Payable As Of 3/31/22	\$ 44,169.62
Accounts Receivable As Of 3/31/22	\$ 15,208.83
Available Funds As Of 3/31/22	\$ 300,174.17

**Capron Trail Community Development District**  
**Budget vs Actual**  
**October 2021 - March 2022**

	<u>Oct 21 - March 22</u>	<u>21/22 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
01-1399 · Carryover from prior year	0.00	0.00	0.00	0.0%
01-3100 · O & M Assessments	339,958.29	341,193.00	-1,234.71	99.64%
01-3830 · Assessment Fees	-13,395.19	-14,256.00	860.81	93.96%
01-3831 · Assessment Discounts	-11,416.52	-14,256.00	2,839.48	80.08%
01-9400 · Other Income	0.00	0.00	0.00	0.0%
01-9401 · Facilities & Service Agreement	15,208.83	15,209.00	-0.17	100.0%
01-9410 · Interest Income (GF)	8.02	360.00	-351.98	2.23%
<b>Total Income</b>	<b>330,363.43</b>	<b>328,250.00</b>	<b>2,113.43</b>	<b>100.64%</b>
<b>Expense</b>				
01-1311 · Management Fees	12,000.00	24,000.00	-12,000.00	50.0%
01-1315 · Legal Fees	2,877.00	3,000.00	-123.00	95.9%
01-1320 · Audit Fees	0.00	3,500.00	-3,500.00	0.0%
01-1450 · Insurance (Liability)	5,706.00	6,064.00	-358.00	94.1%
01-1480 · Legal Advertisements	0.00	1,050.00	-1,050.00	0.0%
01-1513 · Postage and Delivery	27.51	300.00	-272.49	9.17%
01-1514 · Office Supplies/Miscellaneous	516.28	1,000.00	-483.72	51.63%
01-1540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
01-1750 · Website Management	874.98	1,750.00	-875.02	50.0%
01-1803 · Aquatic Maintenance	4,456.19	17,565.00	-13,108.81	25.37%
01-1810 · Engineering / Inspections	0.00	13,000.00	-13,000.00	0.0%
01-1815 · Miscellaneous Maintenance	0.00	1,936.00	-1,936.00	0.0%
01-1822 · Mowing	12,581.44	44,000.00	-31,418.56	28.59%
01-1823 · Fuel & oil	45,139.90	72,630.00	-27,490.10	62.15%
01-1824 · Operations Management	15,374.74	48,000.00	-32,625.26	32.03%
01-1825 · Roadways & Culverts	5,273.93	12,000.00	-6,726.07	43.95%
01-1826 · Canal Repair & Maintenance	2,733.35	8,400.00	-5,666.65	32.54%
01-1827 · Reservoir Repair & Maintenance	548.15	23,380.00	-22,831.85	2.35%
01-1828 · Drainage Engine/Pump Repair Maint	14,068.54	45,000.00	-30,931.46	31.26%
01-1829 · Insurance-Maintenance	0.00	1,500.00	-1,500.00	0.0%
<b>Total Expense</b>	<b>122,353.01</b>	<b>328,250.00</b>	<b>-205,896.99</b>	<b>37.27%</b>
<b>Net Income</b>	<b>208,010.42</b>	<b>0.00</b>	<b>208,010.42</b>	<b>100.0%</b>

**Capron Trail Community Development District  
Balance Sheet  
As Of March 31, 2022**

	<u>Operating Fund</u>	<u>Debt Service Fund</u>	<u>Capital Projects Fund</u>	<u>General Fixed Assets Fund</u>	<u>Long Term Debt Fund</u>	<u>TOTAL</u>
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings						
CSB	329,134.96	0.00	0.00	0.00	0.00	329,134.96
<b>Total Checking/Savings</b>	<u>329,134.96</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>329,134.96</u>
<b>Total Current Assets</b>	329,134.96	0.00	0.00	0.00	0.00	329,134.96
<b>Other Assets</b>						
Accounts Receivable	15,208.83	0.00	0.00	0.00	0.00	15,208.83
Land & Land Improvements	0.00	0.00	0.00	458,847.00	0.00	458,847.00
Infrastructure (Grass Carp System)	0.00	0.00	0.00	29,374.00	0.00	29,374.00
Infrastructure	0.00	0.00	0.00	6,062,836.00	0.00	6,062,836.00
Equipment	0.00	0.00	0.00	5,000.00	0.00	5,000.00
Depreciation - Infrastructure	0.00	0.00	0.00	-6,043,872.00	0.00	-6,043,872.00
Depreciation - Equipment	0.00	0.00	0.00	-5,000.00	0.00	-5,000.00
Amount Available in DSF	0.00	0.00	0.00	0.00	0.00	0.00
Amount To Be Provided	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Other Assets</b>	<u>15,208.83</u>	<u>0.00</u>	<u>0.00</u>	<u>507,185.00</u>	<u>0.00</u>	<u>522,393.83</u>
<b>TOTAL ASSETS</b>	<u><b>344,343.79</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>507,185.00</b></u>	<u><b>0.00</b></u>	<u><b>851,528.79</b></u>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Accounts Payable						
Accounts Payable	44,169.62	0.00	0.00	0.00	0.00	44,169.62
<b>Total Accounts Payable</b>	<u>44,169.62</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>44,169.62</u>
<b>Other Current Liabilities</b>						
Accrued Expenses	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Other Current Liabilities</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Current Liabilities</b>	44,169.62	0.00	0.00	0.00	0.00	44,169.62
<b>Long Term Liabilities</b>						
Special Assessment Debt (2002)	0.00	0.00	0.00	0.00	0.00	0.00
Special Assessment Debt (2008)	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Long Term Liabilities</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Liabilities</b>	44,169.62	0.00	0.00	0.00	0.00	44,169.62
<b>Equity</b>						
Retained Earnings	92,163.75	0.00	0.00	-6,048,872.00	0.00	-5,956,708.25
Net Income	208,010.42	0.00	0.00	0.00	0.00	208,010.42
Current Year Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Investment In Gen Fixed Assets	0.00	0.00	0.00	6,556,057.00	0.00	6,556,057.00
<b>Total Equity</b>	<u>300,174.17</u>	<u>0.00</u>	<u>0.00</u>	<u>507,185.00</u>	<u>0.00</u>	<u>807,359.17</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>344,343.79</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>507,185.00</b></u>	<u><b>0.00</b></u>	<u><b>851,528.79</b></u>