

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT

ST. LUCIE COUNTY

REGULAR BOARD MEETING OCTOBER 16, 2023 1:30 p.m.

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

www.caprontrailcdd.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

October 16, 2023 1:30 p.m.

A.	Call to Order
B.	Proof of PublicationPage 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. August 21, 2023 Regular Board Meeting Minutes
G.	Old Business
H.	New Business
	1. Consider Letter of No Objection to Proposed Grant of Conservation Easement
	2. Consider Resolution No. 2023-08 – Adopting a Fiscal Year 2022/2023 Amended BudgetPage 7
I.	Engineer's Report
J.	Attorney's Report
K.	Field Maintenance Report
L.	Administrative Matters
	1. Financial ReportPage 10
M.	Board Members Comments
N.	Adjourn

Subcategory Miscellaneous Notices

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

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

October 16, 2023

November 20, 2023

December 18, 2023

January 15, 2024

February 19, 2024

March 18, 2024

April 15, 2024

May 20, 2024

June 17, 2024

July 15, 2024

August 19, 2024

September 16, 2024

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 provisions 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 toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone may be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings 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 advertised notice.

Capron Trail Community Development District www.caprontrailcdd.org

PUBLISH: St. Lucie News Tribune 10/06/23

TCN9342411

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT REGULAR BOARD MEETING MINUTES AUGUST 21, 2023

A. CALL TO ORDER

District Manager Frank Sakuma called the August 21, 2023, Regular Board Meeting of the Capron Trail Community Development District (the "District") to order at 1:33 p.m. at the offices of Premier Citrus, 14885 Indrio Road, Fort Pierce, Florida 34945.

B. PROOF OF PUBLICATION

Mr. Sakuma presented proof that notice of the Regular Board Meeting was published in the *St. Lucie News Tribune* on October 7, 2022, as required by law.

C. ESTABLISH QUORUM

Mr. Sakuma stated that the attendance of Supervisors Tom Jerkins, David Bass and Mike Cofer constituted a quorum and it was in order for the meeting to proceed.

Also in attendance were: District Manager Frank Sakuma of Special District Services, Inc.; General Counsel Susan Garrett, of Torcivia, Donlon, Goddeau & Rubin, P.A.; and District Engineer Tom McGowan, of AECOM.

D. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Sakuma notified the Board that a resolution was prepared in support of New Business, titled Resolution 2023-07, and asked that the Board consideration the resolution during the meeting. No other additions or deletions were noted.

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

There were no members of the public in attendance.

F. APPROVAL OF MINUTES

1. July 17, 2023, Regular Board Meeting and Public Hearing

The July 17, 2023 Regular Board Meeting and Public Hearing minutes were approved, as presented, on a **motion** made by Mr. Bass, seconded by Mr. Cofer and the **motion** passed unanimously.

2. August 3, 2023, Public Hearing on the Petition to Amend the Boundaries of the District

The August 3, 2023 Public Hearing on the Petition to Amend the Boundaries of the District minutes were approved, as presented, on a **motion** made by Mr. Bass, seconded by Mr. Cofer and the **motion** passed unanimously.

G. OLD BUSINESS

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

H. NEW BUSINESS

1. Consider Approval of Hearing Officer's Report from Hearing on Boundary Amendment

Attorney Wes Haber, of Kutak Rock LLP, explained the purpose of the Hearing Officer's report and recommended Board approval. A **motion** to approve the Hearing Officer's Report from the Hearing on the Boundary Amendment, as presented, was made by Mr. Bass, seconded by Mr. Cofer and the **motion** carried unanimously.

2. Consider Resolution No. 2023-07 – Adopting the Report to the Florida Land and Water Adjudicatory Commission

Mr. Sakuma presented Resolution No. 2023-07, entitled:

RESOLUTION NO. 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE REPORT TO THE FLORIDA LAND AND WATER ADJUDICATORY COMMISSION; PROVIDING FOR AN EFFECTIVE DATE.

A **motion** to adopt Resolution No. 2023-07, as presented, was made by Mr. Cofer, seconded by Mr. Bass and the **motion** carried unanimously.

I. ENGINEER'S REPORT

There was no Engineer's Report at this time.

J. ATTORNEY'S REPORT

There was no Attorney's Report at this time.

K. FIELD MAINTENANCE REPORT

Mr. Bass advised of work being done on pump #3, which had been repaired but not yet put back in service. He also provided an update on the wetlands work being done to remain in compliance with the South Florida Water Management District.

L. ADMINISTRATIVE MATTERS

Mr. Sakuma noted the Financial Report was included in the Board package.

M. BOARD MEMBER COMMENTS

There were no additional Board member comments.

There being no further business to come before the Board, Mr. Jerkins adjourned the meeting at 1:52 p.m. without objection.

Chairman

N.

Secretary

ADJOURNMENT

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT 501 Burns Rd., Suite A Palm Beach Gardens, FL 33410

September , 2023

Department of Environmental Protection Division of Water Resource Management Mining and Mitigation Program 2600 Blair Stone Road, MS 3577 Tallahassee, FL 32399

Re: Indrio Land Holdings, LLC, a Florida limited liability company, grant of Deed of Conservation Easement (the "Conservation Easement") to the State of Florida Department of Environmental Protection on 141.44 acres located in St. Lucie County, Florida, as more particularly described in Exhibit A attached hereto (the "CE Lands"), which acreage lies within and is currently subject to the authority of the Capron Trail Community Development District (hereinafter "CTCDD") pursuant to Chapter 190, F.S.

To Whom it may Concern:

CTCDD has been made aware that Indrio Land Holdings, LLC, intends to grant a Conservation Easement to the State of Florida Department of Environmental Protection on certain lands that lie within the boundaries of the CTCDD and has requested the CTCDD provide certain assurances to the State of Florida Department of Environmental Protection.

This letter is to advise the State of Florida Department of Environmental Protection that the CTCDD currently does not have any existing infrastructure improvements, nor does it currently have any plans or intends to construct or place any infrastructure improvements within the CE Lands.

The CTCDD has no objection to Indrio Land Holdings, LLC, granting the Conservation Easement to the State of Florida Department of Environmental Protection for the purpose of retaining land or water areas in their existing, natural, vegetative, hydrologic, scenic, open, or wooded condition and to retain such areas as suitable habitat for fish, plants, or wildlife in accordance with Section 704.06, F.S., and the CTCDD current operational infrastructure or proposed infrastructure within the surrounding acreage should not interfere with the Conservation Easement and its intended uses during the term of the Conservation Easement.

Further, during the term of the Conservation Easement, the CTCDD will not impose any assessments specific to the CE Lands that would be the responsibility of the State of Florida and will look only to Indrio Land Holdings, LLC, and its successors and/or assigns for payment of any annual assessments due the CTCDD, if any, as it relates to the CE Lands.

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT

By;		
•	Todd Wodraska, District Manager	

From: Nick Stewart <nick@stewartmaterials.com>
Sent: Wednesday, September 20, 2023 3:09 PM

To: DHarrell@gh-law.com

Subject: Capron Trail Conservatiom Easement

Dan,

As part of our mining operations we have been developing a wetlands mitigation plan which involves placing approximately 140 acres into conservancy with the FDEP.

This easment is along our western border and is adjacent to the northern reservoir of the Capron Trails District. The State is requiring acknowledgment that the CT District has no issues with property remaining within the district and no additional easements are required.

My group has hired council to help us through this process and we are nearing completion.

I am providing a draft from our council asking basically for the Districts sign off.

Dan please advise as to how best to resolve the states concern.

Thanks

Nick

RESOLUTION NO. 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET ("AMENDED BUDGET"), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Capron Trails Community Development District ("District") is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2022/2023 attached hereto as Exhibit "A" is hereby approved and adopted.

<u>Section 2</u>. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this <u>16th</u> day of <u>October</u>, 2023.

ATTEST:	CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT
By:	By:
Secretary/Assistant Sec	retary Chairperson/Vice Chairperson

Capron Trail Community Development District

Amended Final Budget For Fiscal Year 2022/2023 October 1, 2022 - September 30, 2023

AMENDED FINAL BUDGET

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT OPERATING FUND

FISCAL YEAR 2022/2023

OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	20	CAL YEAR 022/2023 BUDGET	AMENDED FINAL BUDGET		YEAR TO DATE ACTUAL	
REVENUES	10/1/	22 - 9/30/23	10/1/22 - 9/30/23		10/1/22 - 9/29/23	
O & M ASSESSMENTS		341,193	34	1,836	341,	1,836
FACILITIES & SERVICE AGREEMENT		15,209	1	5,209	15,	5,209
OTHER INCOME		0		0		0
INTEREST INCOME		360		4,250	4,	1,149
TOTAL REVENUES	\$	356,762	\$ 361	,295	\$ 361,	,194
ADMINISTRATIVE EXPENDITURES						
SUPERVISOR FEES		0		0		0
FICA TAXES		0		0		0
ENGINEERING		12,000		6,000	3,	3,200
MANAGEMENT FEES		24,000	2	4,000	24,	1,000
LEGAL FEES		3,000		3,000	2,	2,112
AUDIT FEES		3,600		3,600		3,600
INSURANCE (LIABILITY)		6,425		6,813	6,	5,813
LEGAL ADVERTISING		1,150		1,150		736
POSTAGE AND DELIVERY		300		350		323
OFFICE SUPPLIES/MISCELLANEOUS		1,000		1,700		1,526
DUES & SUBSCRIPTIONS		175		175		175
WEBSITE MANAGEMENT		1,750		1,750		1,750
TOTAL ADMINISTRATIVE EXPENDITURES	\$	53,400	\$ 48	3,538	\$ 44,2	,235
MAINTENANCE EXPENDITURES						
MOWING		30,000		0,000		5,952
FUEL & OIL		85,000		0,000		2,270
AQUATIC MAINTENANCE		17,565		2,000		3,746
OPERATIONS MANAGEMENT		48,000	3	6,000	29,	9,558
ROADWAYS & CULVERTS		12,000		1,000		0
CANAL REPAIR & MAINTENANCE		8,400		5,000		3,379
RESERVOIR REPAIR & MAINTENANCE		16,000		0,000		1,461
DRAINAGE ENGINE/PUMP REPAIR & MAINTENANCE		55,000	4	0,000		5,747
INSURANCE - MAINTENANCE		1,000		0		0
MISCELLANEOUS MAINTENANCE		1,885		1,000		0
TOTAL MAINTENANCE EXPENDITURES	\$	274,850	\$ 315	5,000	\$ 261,	113
TOTAL EXPENDITURES	\$	328,250	\$ 363	3,538	\$ 305,3	,348
REVENUES LESS EXPENDITURES	\$	28,512	\$ (2	2,243)	\$ 55,8	,846
COUNTY APPRAISER & TAX COLLECTOR FEE		(14,256)	(13	3,464)	(13.4	,464)
DISCOUNTS FOR EARLY PAYMENTS		(14,256)		,235)		,235)
EXCESS/ (SHORTFALL)	\$	-	\$ (24	1,942)	\$ 33,	,147
CARRYOVER FROM PRIOR YEAR		0		0		0
NET EXCESS/ (SHORTFALL)	\$	-	\$ (24	l,942)	\$ 33,	,147

Note: Premier Citrus Management Invoices Received Through August 2023

FUND BALANCE AS OF 9/30/22	
FY 2022/2023 ACTIVITY	
FUND BALANCE AS OF 9/30/23	

\$66,461
(\$24,942)
\$41,519

Capron Trail Community Development District

Financial Report For September 2023

CAPRON TRAIL COMMUNITY DEVELOPMENT DISTRICT MONTHLY FINANCIAL REPORT OPERATING FUND SEPTEMBER 2023

REVENUES	Annual Budget 10/1/22 - 9/30/23	Actual Sep-23	Year To Date Actual 10/1/22 - 9/30/23	
O & M ASSESSMENTS	341,19	3 0	341,836	
FACILITIES & SERVICE AGREEMENT	15,20	9 0	15,209	
OTHER INCOME		0 0	0	
INTEREST INCOME	36	0 0	4,149	
TOTAL REVENUES	\$ 356,762	2 \$ -	\$ 361,194	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES		0	1	
FICA TAXES		0 0		
ENGINEERING	12,00	0 0	3,200	
MANAGEMENT FEES	24,00	2,000	24,000	
LEGAL FEES	3,00	0	2,112	
AUDIT FEES	3,60	0 0	3,600	
INSURANCE - LIABILITY	6,42	5 0	6,813	
LEGAL ADVERTISING	1,15	0 0	736	
POSTAGE AND DELIVERY	30	0 208	323	
OFFICE SUPPLIES/MISCELLANEOUS	1,00	0 145	1,526	
DUES & SUBSCRIPTIONS	17	5 0	175	
WEBSITE MANAGEMENT	1,75	0 146	1,750	
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 53,400	2,499	\$ 44,235	
MAINTENANCE EXPENDITURES				
MOWING	30,00		-,	
FUEL & OIL	85,00			
AQUATIC MAINTENANCE	17,56	5 0	48,746	
OPERATIONS MANAGEMENT	48,00	0	29,558	
ROADWAYS & CULVERTS	12,00			
CANAL REPAIR & MAINTENANCE	8,40	0	13,379	
RESERVOIR REPAIR & MAINTENANCE	16,00		, -	
DRAINAGE ENGINE/PUMP REPAIR & MAINTENANCE	55,00		- 7	
INSURANCE - MAINTENANCE	1,00	0	0	
MISCELLANEOUS MAINTENANCE	1,88	5 0	0	
TOTAL MAINTENANCE EXPENDITURES	\$ 274,850	-	\$ 261,113	
TOTAL EXPENDITURES	\$ 328,250	2,499	\$ 305,348	
REVENUES LESS EXPENDITURES	\$ 28,512	2 \$ (2,499)	\$ 55,846	
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,256	5)) 0	(13,464)	
DISCOUNTS FOR EARLY PAYMENTS	(14,256		(9,235)	
EXCESS/ (SHORTFALL)	\$	\$ (2,499)	\$ 33,147	
CARRYOVER FROM PRIOR YEAR		0 0	0	
NET EXCESS/ (SHORTFALL)	\$ -	\$ (2,499)	\$ 33,147	

Note: Premier Citrus Management Invoices Received Through August 2023

Bank Balance As Of 9/30/23	\$ 177,778.31
Accounts Payable As Of 9/30/23	\$ 78,170.18
Accounts Receivable As Of 9/30/23	\$ -
Available Funds As Of 9/30/23	\$ 99 608 13

Capron Trail Community Development District Budget vs. Actual

October 2022 through September 2023

	Oct 22 - Sept 23	22/23 Budget	\$ Over Budget	% of Budget
Income				
01-3100 · O & M Assessments	341,836.42	341,193.00	643.42	100.19%
01-3830 · Assessment Fees	-13,464.03	-14,256.00	791.97	94.45%
01-3831 · Assessment Discounts	-9,234.80	-14,256.00	5,021.20	64.78%
01-9401 · Facilities & Service Agreement	15,208.83	15,209.00	-0.17	100.0%
01-9410 · Interest Income (GF)	4,149.01	360.00	3,789.01	1,152.5%
Total Income	338,495.43	328,250.00	10,245.43	103.12%
Expense				
01-1310 · Engineering	3,200.00	12,000.00	-8,800.00	26.67%
01-1311 · Management Fees	24,000.00	24,000.00	0.00	100.0%
01-1315 · Legal Fees	2,112.00	3,000.00	-888.00	70.4%
01-1320 · Audit Fees	3,600.00	3,600.00	0.00	100.0%
01-1450 · Insurance (Liability)	6,813.32	6,425.00	388.32	106.04%
01-1480 · Legal Advertisements	736.11	1,150.00	-413.89	64.01%
01-1513 · Postage and Delivery	323.41	300.00	23.41	107.8%
01-1514 · Office Supplies	1,525.98	1,000.00	525.98	152.6%
01-1540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
01-1750 · Website Management	1,749.96	1,750.00	-0.04	100.0%
01-1803 · Aquatic Maintenance	48,746.00	17,565.00	31,181.00	277.52%
01-1822 · Mowing	25,952.42	30,000.00	-4,047.58	86.51%
01-1823 · Fuel & oil	112,270.22	85,000.00	27,270.22	132.08%
01-1824 · Operations Management	29,558.43	48,000.00	-18,441.57	61.58%
01-1825 · Roadways & Culverts	13,378.99	12,000.00	1,378.99	111.49%
01-1826 · Canal Repair & Maintenance	0.00	8,400.00	-8,400.00	0.0%
01-1827 · Reservoir Repair & Maintenance	4,460.77	16,000.00	-11,539.23	27.88%
01-1828 · Drainage Engine/Pump Repair Mai	26,745.41	55,000.00	-28,254.59	48.63%
01-1829 · Insurance-Maintenance	0.00	1,000.00	-1,000.00	0.0%
01-1831 · Maintenance Miscellaneous	0.00	1,885.00	-1,885.00	0.0%
Total Expense	305,348.02	328,250.00	-22,901.98	93.02%
Income	33,147.41	0.00	33,147.41	100.0%

Capron Trail Community Development District Balance Sheet As Of September 30, 2023

	Operating Fund	Debt Service Fund	Capital Projects Fund	General Fixed Assets Fund	Long Term Debt Fund	TOTAL
ASSETS						
Current Assets						
Checking/Savings						
CSB	177,778.31	0.00	0.00	0.00	0.00	177,778.31
Total Checking/Savings	177,778.31	0.00	0.00	0.00	0.00	177,778.31
Total Current Assets	177,778.31	0.00	0.00	0.00	0.00	177,778.31
Other Assets						
Accounts Receivable	0.00	0.00	0.00	0.00	0.00	0.00
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	-6,048,290.00	0.00	-6,048,290.00
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
Total Other Assets	0.00	0.00	0.00	502,767.00	0.00	502,767.00
TOTAL ASSETS	177,778.31	0.00	0.00	502,767.00	0.00	680,545.31
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable Accounts Payable	78,170.18	0.00	0.00	0.00	0.00	78,170.18
-						
Total Accounts Payable	78,170.18	0.00	0.00	0.00	0.00	78,170.18
Other Current Liabilities						
Accrued Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Current Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Total Current Liabilities	78,170.18	0.00	0.00	0.00	0.00	78,170.18
Long Term Liabilities						
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
Total Long Term Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Total Liabilities	78,170.18	0.00	0.00	0.00	0.00	78,170.18
Equity						
Retained Earnings	66,460.72	0.00	0.00	-6,053,290.00	0.00	-5,986,829.28
Net Income	33,147.41	0.00	0.00	0.00	0.00	33,147.41
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
Total Equity	99,608.13	0.00	0.00	502,767.00	0.00	602,375.13
TOTAL LIABILITIES & EQUITY	177,778.31	0.00	0.00	502,767.00	0.00	680,545.31