



**CAPRON TRAIL
COMMUNITY DEVELOPMENT
DISTRICT**

**ST. LUCIE COUNTY
REGULAR BOARD MEETING
NOVEMBER 20, 2023
1:30 P.M.**

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

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
November 20, 2023
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. August 21, 2023 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Approval and Ratification of Letter of No Objection to Conservation Easement.....Page 5
 - 2. Consider Resolution No. 2023-08 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 7
- I. Engineer’s Report
- J. Attorney’s Report
- K. Field Maintenance Report
- L. Administrative Matters
 - 1. Financial Report.....Page 10
- M. Board Members Comments
- N. Adjourn

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.

N. ADJOURNMENT

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

Secretary

Chairman

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

~~September~~, 2023
October 16, 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:

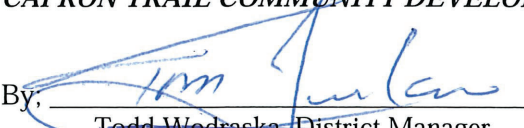
CTCDD has been made aware that Indrio Land Holdings, LLC, intends to grant a Conservation Easement to the State of Florida Department of Environmental Protection on certain lands that lie within the boundaries of the CTCDD and has requested the CTCDD provide certain assurances to the State of Florida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

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.

Section 2. 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 20th day of November, 2023.

ATTEST:

**CAPRON TRAIL
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
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

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
O & M ASSESSMENTS	341,193	341,836	341,836
FACILITIES & SERVICE AGREEMENT	15,209	15,209	15,209
OTHER INCOME	0	0	0
INTEREST INCOME	360	4,250	4,149
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	3,200
MANAGEMENT FEES	24,000	24,000	24,000
LEGAL FEES	3,000	3,000	2,112
AUDIT FEES	3,600	3,600	3,600
INSURANCE (LIABILITY)	6,425	6,813	6,813
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	\$ 48,538	\$ 44,235
MAINTENANCE EXPENDITURES			
MOWING	30,000	30,000	25,952
FUEL & OIL	85,000	130,000	112,270
AQUATIC MAINTENANCE	17,565	52,000	48,746
OPERATIONS MANAGEMENT	48,000	36,000	29,558
ROADWAYS & CULVERTS	12,000	1,000	0
CANAL REPAIR & MAINTENANCE	8,400	15,000	13,379
RESERVOIR REPAIR & MAINTENANCE	16,000	10,000	4,461
DRAINAGE ENGINE/PUMP REPAIR & MAINTENANCE	55,000	40,000	26,747
INSURANCE - MAINTENANCE	1,000	0	0
MISCELLANEOUS MAINTENANCE	1,885	1,000	0
TOTAL MAINTENANCE EXPENDITURES	\$ 274,850	\$ 315,000	\$ 261,113
TOTAL EXPENDITURES	\$ 328,250	\$ 363,538	\$ 305,348
REVENUES LESS EXPENDITURES	\$ 28,512	\$ (2,243)	\$ 55,846
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,256)	(13,464)	(13,464)
DISCOUNTS FOR EARLY PAYMENTS	(14,256)	(9,235)	(9,235)
EXCESS/ (SHORTFALL)	\$ -	\$ (24,942)	\$ 33,147
CARRYOVER FROM PRIOR YEAR	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (24,942)	\$ 33,147

Note: Premier Citrus Management Invoices Received Through August 2023

FUND BALANCE AS OF 9/30/22	\$66,461
FY 2022/2023 ACTIVITY	(\$24,942)
FUND BALANCE AS OF 9/30/23	\$41,519

Capron Trail
Community Development District

**Financial Report For
September 2023**

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

	Annual Budget 10/1/22 - 9/30/23	Actual Sep-23	Year To Date Actual 10/1/22 - 9/30/23
REVENUES			
O & M ASSESSMENTS	341,193	0	341,836
FACILITIES & SERVICE AGREEMENT	15,209	0	15,209
OTHER INCOME	0	0	0
INTEREST INCOME	360	0	4,149
TOTAL REVENUES	\$ 356,762	\$ -	\$ 361,194
ADMINISTRATIVE EXPENDITURES			
SUPERVISOR FEES	0	0	0
FICA TAXES	0	0	0
ENGINEERING	12,000	0	3,200
MANAGEMENT FEES	24,000	2,000	24,000
LEGAL FEES	3,000	0	2,112
AUDIT FEES	3,600	0	3,600
INSURANCE - LIABILITY	6,425	0	6,813
LEGAL ADVERTISING	1,150	0	736
POSTAGE AND DELIVERY	300	208	323
OFFICE SUPPLIES/MISCELLANEOUS	1,000	145	1,526
DUES & SUBSCRIPTIONS	175	0	175
WEBSITE MANAGEMENT	1,750	146	1,750
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 53,400	\$ 2,499	\$ 44,235
MAINTENANCE EXPENDITURES			
MOWING	30,000	0	25,952
FUEL & OIL	85,000	0	112,270
AQUATIC MAINTENANCE	17,565	0	48,746
OPERATIONS MANAGEMENT	48,000	0	29,558
ROADWAYS & CULVERTS	12,000	0	0
CANAL REPAIR & MAINTENANCE	8,400	0	13,379
RESERVOIR REPAIR & MAINTENANCE	16,000	0	4,461
DRAINAGE ENGINE/PUMP REPAIR & MAINTENANCE	55,000	0	26,747
INSURANCE - MAINTENANCE	1,000	0	0
MISCELLANEOUS MAINTENANCE	1,885	0	0
TOTAL MAINTENANCE EXPENDITURES	\$ 274,850	\$ -	\$ 261,113
TOTAL EXPENDITURES	\$ 328,250	\$ 2,499	\$ 305,348
REVENUES LESS EXPENDITURES	\$ 28,512	\$ (2,499)	\$ 55,846
COUNTY APPRAISER & TAX COLLECTOR FEE	(14,256)	0	(13,464)
DISCOUNTS FOR EARLY PAYMENTS	(14,256)	0	(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%
Net 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