

**MINUTES OF MEETING  
FALLSCHASE  
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the Fallschase Community Development District's Board of Supervisors was held on **Tuesday, September 27, 2016 at 1:00 p.m.**, at the **office of Gardner, Bist, Bowden, Bush, Dee, Lavia & Wright, P.A., 1300 Thomaswood Drive, Tallahassee, Florida 32308.**

**Present and constituting a quorum were:**

Chuck Vavrus ( <i>via telephone</i> )	Chair
Tim Marston	Vice Chair
Mike Taggart	Assistant Secretary
Jana DeShazo	Assistant Secretary

**Also present were:**

Howard McGaffney	Wrathell, Hunt and Associates, LLC
Kenza "Ken" van Assenderp	District Counsel
Eddie Bass	District Engineer
Tony Grau ( <i>via telephone</i> )	Grau & Associates

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. McGaffney called the meeting to order at 1:09 p.m., and noted, for the record, that Supervisors Tim Marston and Mike Taggart were present, in person. Supervisor Chuck Vavrus was attending via telephone. Supervisors Brett DuBois and Sean Marston were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisor, Brett DuBois [Seat 4] (*the following to be provided in a separate package*)**

Mr. McGaffney stated that Mr. DuBois would not assume Seat 4. Mr. Marston nominated Ms. Jana DeShazo, to fill Seat 4; term expires November, 2018.

**On MOTION by Mr. Marston and seconded by Mr. Taggart, with all in favor, the appointment of Ms. Jana DeShazo to Seat 4, term expires November, 2018, was approved.**

Mr. McGaffney, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. DeShazo. Mr. McGaffney provided the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
  - i. Form 1: Statement of Financial Interests**
  - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - iii. Form 1F: Final Statement of Financial Interests**
- D. Form 8B - Memorandum of Voting Conflict**

#### **FOURTH ORDER OF BUSINESS**

#### **Acceptance of Resignation of Supervisor Sean Marston**

Mr. McGaffney presented Mr. Sean Marston's resignation letter, dated August 4, 2016, for consideration.

**On MOTION by Mr. Tim Marston and seconded by Mr. Taggart, with all in favor, the resignation of Mr. Sean Marston, dated August 4, 2016, was accepted.**

- A. Discussion/Consideration of Replacement to Fill Unexpired Term of Office [SEAT 2]; *Term Expires November, 2016***
  - i. Administration of Oath of Office (*the above to be provided in separate package*)**

Mr. McGaffney stated that there were no nominations for Seat 2. This item was deferred.

- B. Consideration of Resolution 2016-\_\_\_\_, Electing the Officers of the District**

Mr. McGaffney presented Resolution 2016-\_\_\_\_, for the Board's consideration.

Mr. Tim Marston nominated the current slate of officers, with Ms. DeShazo serving as an Assistant Secretary.

**On MOTION by Mr. Marston and seconded by Mr. Taggart, with all in favor, Resolution 2016-5, Electing the Officers of the District, as nominated, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on Adoption of Fiscal Year 2016/2017 Budget**

**A. Affidavit of Publication**

Mr. McGaffney presented the affidavit of publication for today’s Public Hearing and Regular Meeting.

**B. Consideration of Resolution 2016-2, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017**

Mr. McGaffney presented Resolution 2016-2 for the Board’s consideration.

Mr. McGaffney stated that the District would be developer funded.

Mr. van Assenderp confirmed that there were no assessments and the District would receive funds from the developer.

**On MOTION by Mr. Taggart and seconded by Mr. Marston, with all in favor, the Public Hearing was opened.**

The members of the public spoke.

**On MOTION by Mr. Taggart and seconded by Mr. Marston, with all in favor, the Public Hearing was closed.**

Mr. McGaffney read the title of presented Resolution 2016-2 into the record:

*“THE ANNUAL APPROPRIATION RESOLUTION OF THE FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017”*

**On MOTION by Mr. Marston and seconded by Mr. Taggart, with all in favor, Resolution 2016-2, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017, was adopted.**

**SIXTH ORDER OF BUSINESS****Consideration of Fiscal Year 2016/2017 Funding Agreement**

Mr. McGaffney presented the Fiscal Year 2016/2017 Funding Agreement with the landowner, RBC Fallschase LLC (RBC), for the Board's consideration.

In response to Mr. Vavrus' question, Mr. McGaffney confirmed that the developer was responsible for paying \$11,943. The remainder of the budget would be paid from fund balance.

Mr. Vavrus asked if RBC would be invoiced for the \$11,943 and when this would occur. Mr. McGaffney stated that, after the funding agreement was executed, the District Manager would send an invoice and RBC would remit payment. Mr. Vavrus wanted to include the real estate and insurance taxes in the total amount.

**On MOTION by Mr. Marston and seconded by Mr. Taggart, with all in favor, the Fiscal Year 2016/2017 Funding Agreement, was approved.**

**SEVENTH ORDER OF BUSINESS****Consideration of Resolution 2016-3, Adopting the Annual Meeting Schedule for Fiscal Year 2016/2017**

Mr. McGaffney presented Resolution 2016-3 for the Board's consideration. Monthly meetings were scheduled; however, the Board usually only meets in May, when the proposed budget is presented, and in September, when the Board finalizes the budget.

**On MOTION by Ms. DeShazo and seconded by Mr. Marston, with all in favor, Resolution 2016-3, Adopting the Annual Meeting Schedule for Fiscal Year 2016/2017, was adopted.**

**EIGHTH ORDER OF BUSINESS****Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2015, Prepared by Grau & Associates**

Mr. Tony Grau, of Grau & Associates, presented the "Independent Auditor's Report". Pages 1 and 2, reflected a clean opinion with respect to the financial statements of the District. "Management's Discussion and Analysis", on Pages 3 through 5, recapped the District's financial activity for Fiscal Year 2015. The "Statement of Net Position", on Page 4, showed the District's assets and liabilities and total net position. The District had minimal activity, with no revenues in the prior year, according to the "Changes in Net Position" table on Page 5. There were minor miscellaneous revenues and expenses were \$18,671. As of September 30, 2015, there was a decrease in "Net position" by \$26,968. Under "Excess (deficiency) of revenues over (under) expenditures", the District had a loss of \$18,671, resulting in an ending "Fund balance" of \$26,968. The "Management Letter Pursuant to the Rules of the Auditor General for the State of Florida, on Pages 20 and 21, reflected no findings.

**NINTH ORDER OF BUSINESS****Consideration of Resolution 2016-4, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2015**

Mr. McGaffney presented Resolution 2016-4 for the Board's consideration and read the title into the record:

*"A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT HEREBY ACCEPTING TO AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2015"*

**On MOTION by Mr. Taggart and seconded by Ms. DeShazo, with all in favor, Resolution 2016-4, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2015, was adopted.**

**\*\*\*Mr. Grau left the meeting.\*\*\***

**TENTH ORDER OF BUSINESS**

**Consideration of Agreement with Leon County Tax Collector for Uniform Method of Tax Collection**

This item was withdrawn.

**ELEVENTH ORDER OF BUSINESS**

**Reminder: Landowners' Meeting: November 1, 2016 [Seats 1, 2 & 3]**

Mr. McGaffney stated that the Landowners' meeting was scheduled for November 1, 2016, for Seats 1, 2 and 3.

**TWELFTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of August 31, 2016**

Mr. McGaffney presented the Unaudited Financial Statements as of August 31, 2016. On Page 1, "Total liabilities & fund balances" were \$9,484. On Page 2, the "Fund balance –ending" was \$9,020, due to the deficiency in revenues of \$18,825.

**On MOTION by Mr. Marston and seconded by Mr. Taggart, with all in favor, the Unaudited Financial Statements as of August 31, 2016, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Approval of May 3, 2016 Regular Meeting Minutes**

Mr. McGaffney presented the May 3, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

The following change was made:

Lines 84 and 85: Change "placing assessments on the tax bill" to "certifying the District's assessment roll to the Tax Collector"

**On MOTION by Mr. Taggart and seconded by Mr. Tim Marston, with all in favor, the May 3, 2016 Regular Meeting Minutes, as amended, were approved.**

**FOURTEENTH ORDER OF BUSINESS      Other Business**

There being no other business, the next item followed.

**FIFTEENTH ORDER OF BUSINESS      Staff Reports**

**A.      District Counsel**

There being no report, the next item followed.

**B.      District Engineer**

There being no report, the next item followed.

**C.      Manager**

There being no report, the next item followed.

**SIXTEENTH ORDER OF BUSINESS      Audience      Comments/Supervisors'  
Requests**

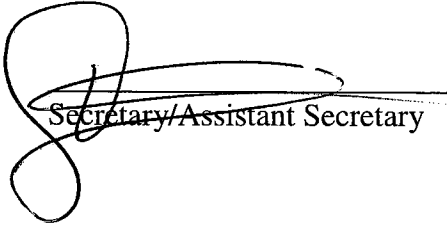
There being no audience comments or Supervisors' requests, the next item followed.

**SEVENTEENTH ORDER OF BUSINESS      Adjournment**

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Tim Marston and seconded by Ms. DeShazo, with all in favor, the meeting adjourned at 1:33 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair