

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

January 6, 2020

REGULAR

MEETING AGENDA

Fallschase Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889

December 30, 2019

Board of Supervisors
Fallschase Community Development District

<u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Dear Board Members:

The Board of Supervisors of the Fallschase Community Development District's will hold a Regular Meeting on January 6, 2020 at 11:00 a.m., at 2810 Remington Green Circle, Tallahassee, Florida 32308. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Elected Supervisors (*the following to be provided in separate package*)
 - 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
4. Consideration of Resolution 2020-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes; Providing a Severability Clause; Providing for Conflict and Providing an Effective Date
5. Consideration of Resolution 2020-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the District, and Providing for an Effective Date
6. Update: Contraction Petition

- 7. Acceptance of Unaudited Financial Statements as of November 30, 2019
- 8. Approval of Minutes
 - A. September 18, 2019 Rescheduled Public Hearing and Regular Meeting
 - B. November 18, 2019 Landowners' Meeting
- 9. Other Business
- 10. Staff Reports
 - A. Attorney: *van Assenderp Law*
 - B. Engineer: *Moore Bass Consulting, Inc.*
 - C. Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: April 6, 2020 at 11:00 AM

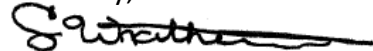
- QUORUM CHECK

William Lamb	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Jeff Phipps	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Lewis Singletary	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Rick Singletary	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE
Richard Yates	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> PHONE

- 11. Audience Comments/Supervisors' Requests
- 12. Adjournment

Should you have any questions and/or concerns, please feel free to contact me at 561-719-8675 or Howard McGaffney at 904-386-0186.

Sincerely,



Craig Wrathell
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

CONFERENCE ID: 7491428

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CONFLICT AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners' meeting is required to be held within 90 days of the District's establishment and every two years following the establishment of a Community Development District for the purpose of electing Supervisors to the Board of Supervisors of the District; and

WHEREAS, following proper publication of notice thereof, such landowners' meeting was held November 18, 2019 at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, this Resolution canvasses the votes, and declares and certifies the results of said election;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT;

SECTION 1: Certification of Election Results. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in his favor as shown, to wit:

Name of Supervisor	Seat Number	Number of Votes
Lewis Singletary	3	300
Rick Singletary	4	325
Richard Yates	5	325

SECTION 2: Terms of Office. In accordance with said statute, and by virtue of the number of votes cast for the respective Supervisors, they are declared to have been elected for the following term of office:

Name of Supervisor	Term of Office	Term Expiration Date
Lewis Singletary	2 years	2021
Rick Singletary	4 years	2023
Richard Yates	4 years	2023

SECTION 3: Severability. That all Sections or parts of Sections or any Resolutions, Agreements or actions of the Board of Supervisors in conflict are hereby repealed to the extent of such conflict.

SECTION 4: Conflict. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5: Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the University Square Community Development District.

Said terms of office shall commence immediately upon the adoption of this Resolution.

PASSED AND ADOPTED this ____ day of _____, 2020

**FALLSCHASE COMMUNITY DEVELOPMENT
DISTRICT**

Attest:

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2020-02

A RESOLUTION DESIGNATING A CHAIR, A VICE CHAIR, A SECRETARY, ASSISTANT SECRETARIES, A TREASURER AND AN ASSISTANT TREASURER OF THE FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fallschase Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in Leon County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint the below-recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT:

1. **DISTRICT OFFICERS.** The District officers are as follows:

_____ is appointed Chair

_____ is appointed Vice Chair

Craig Wrathell is appointed Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

Howard McGaffney is appointed Assistant Secretary

Craig Wrathell is appointed Treasurer

Jeff Pinder is appointed Assistant Treasurer

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

Adopted this ___ day of _____, 2020.

ATTEST:

FALLSCHASE COMMUNITY DEVELOPMENT
DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

7

**FALLSCHASE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2019**

**FALLSCHASE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
NOVEMBER 30, 2019**

	<u>Major Funds</u> General	Total Governmental Funds
ASSETS		
Cash	\$ 5,226	\$ 5,226
Due from Developer	20,549	20,549
Total assets	<u>\$ 25,775</u>	<u>\$ 25,775</u>
LIABILITIES AND FUND BALANCES		
Liabilities:		
Accounts payable	<u>\$ 19,602</u>	<u>\$ 19,602</u>
Total liabilities	<u>19,602</u>	<u>19,602</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred receipts	<u>20,549</u>	<u>20,549</u>
Total deferred inflows of resources	<u>20,549</u>	<u>20,549</u>
Fund balances:		
Unassigned	<u>(14,376)</u>	<u>(14,376)</u>
Total fund balances	<u>(14,376)</u>	<u>(14,376)</u>
Total liabilities, deferred inflows of resources & fund balances	<u>\$ 25,775</u>	<u>\$ 25,775</u>

**FALLSCHASE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Adopted Budget</u>	<u>% of Budget</u>
REVENUES				
Developer contribution	\$ -	\$ -	\$ 105,189	0%
Interest	1	1	-	N/A
Total revenues	<u>1</u>	<u>1</u>	<u>105,189</u>	0%
EXPENDITURES				
Supervisors	-	-	6,000	0%
FICA	-	-	459	0%
Management/accounting/recording	4,000	8,000	48,000	17%
Legal	-	-	18,000	0%
Engineering	-	-	3,500	0%
Audit	-	-	10,000	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	-	-	1,000	0%
Trustee	-	-	6,500	0%
Telephone	16	33	200	17%
Postage	-	-	600	0%
Printing & binding	42	83	500	17%
Legal advertising	409	409	1,200	34%
Annual district filing fee	-	-	175	0%
Insurance	-	5,894	6,400	92%
Contingencies	-	-	400	0%
ADA website compliance	-	-	705	N/A
Website	-	705	800	88%
Total expenditures	<u>4,467</u>	<u>15,124</u>	<u>105,189</u>	14%
Excess/(deficiency) of revenues over/(under) expenditures	(4,466)	(15,123)	-	
Fund balance - beginning	<u>(9,910)</u>	<u>747</u>	-	
Fund balance - ending	<u><u>\$ (14,376)</u></u>	<u><u>\$ (14,376)</u></u>	<u><u>\$ -</u></u>	

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

8A

DRAFT
MINUTES OF MEETING
FALLSCHASE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Fallschase Community Development District held a Rescheduled Public Hearing and Regular Meeting on September 18, 2019 at 10:00 a.m., at 2810 Remington Green Circle, Tallahassee, Florida 32308.

Present at the meeting were:

Richard Yates	Chair
Lewis Singletary	Assistant Secretary
Jeff Phipps	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Ken van Assenderp (via telephone)	District Counsel
Max Beverly	Developer
Chase Williams	Developer's Counsel
Susan Platt	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 10:06 a.m. Supervisors Richard Yates, Jeff Phipps and Lewis Singletary were present, in person. Supervisors Rick Singletary and William Lamb were not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2019-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the District, and Providing for an Effective Date

This item was presented following the Fourth Order of Business.

42 **FOURTH ORDER OF BUSINESS**

43 **Consideration of Resolution 2019-07,**
44 **Resetting Public Hearing Pursuant to the**
45 **Department of Revenue’s Emergency**
46 **Order, Dated September 3, 2019,**
47 **Implementing Governor Ron DeSantis’**
48 **Executive Order Number 19-190, Dated**
49 **August 29, 2019**

50 Mr. McGaffney stated that, following cancellation of the meeting due to Hurricane
51 Dorian, the District met all requirements and parameters for resetting the meeting date. As
52 mandated by the Executive Order and the Department of Revenue’s Emergency Order issued, it
53 would be necessary to adopt Resolution 2019-07 before addressing the Third Order of Business.

54
55 **On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in**
56 **favor, Resolution 2019-07, Resetting Public Hearing Pursuant to the**
57 **Department of Revenue’s Emergency Order, Dated September 3, 2019,**
58 **Implementing Governor Ron DeSantis’ Executive Order Number 19-190, Dated**
59 **August 29,2019, was adopted.**

- 60
61
62 **▪ Consideration of Resolution 2019-02, Designating a Chair, a Vice Chair, a Secretary,**
63 **Assistant Secretaries, a Treasurer and an Assistant Treasurer of the District, and**
64 **Providing for an Effective Date**

65 **This item, previously the Third Order of Business, was presented out of order.**

66 Mr. McGaffney presented Resolution 2019-07. The slate of officers was as follows:

67	Chair	Richard Yates
68	Vice Chair	Rick Singletary
69	Secretary	Craig Wrathell
70	Assistant Secretary	William Lamb
71	Assistant Secretary	Jeff Phipps
72	Assistant Secretary	Lewis Singletary
73	Assistant Secretary	Howard McGaffney
74	Treasurer	Craig Wrathell
75	Assistant Treasurer	Jeff Pinder

76

77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115

On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in favor, Resolution 2019-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the District, and Providing for an Effective Date, as stated, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2019/2020 Budget

A. Rescheduled Notices and Proof/Affidavit of Publication

The posted notice of the rescheduled public hearing and the proof of publication were provided for informational purposes.

B. Consideration of Resolution 2019-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date

Mr. McGaffney reviewed the proposed Fiscal Year 2020 budget, which was unchanged since it was approved. The budget would be Developer-funded and could be amended and further funded, as necessary.

On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in favor, the Public Hearing was opened.

Ms. Susan Platt, a member of the public, stated her name but had no comments.

On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in favor, Resolution 2019-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Landowners' Funding Agreement

116

117

Mr. McGaffney presented the Landowners' Funding Agreement.

118

119

120

On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in favor, the Landowners' Funding Agreement, was approved.

121

122

123 **SEVENTH ORDER OF BUSINESS****Discussion: Status of Decision to Modify
Contraction Petition**

124

125

126

127

128

129

130

131

132

133 **EIGHTH ORDER OF BUSINESS****Discussion: District Engineer**

134

135

136

137

138

139 **NINTH ORDER OF BUSINESS****Acceptance of Unaudited Financial
Statements as of July 31, 2019**

140

141

142

Mr. McGaffney presented the Unaudited Financial Statements as of July 31, 2019.

143

144

145

On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in favor, the Unaudited Financial Statements as of July 31, 2019, were accepted.

146

147

148 **TENTH ORDER OF BUSINESS****Approval of August 5, 2019 Regular
Meeting Minutes**

149

150

151

Mr. McGaffney presented the August 5, 2019 Regular Meeting Minutes.

152

153 On MOTION by Mr. Lewis Singletary and seconded by Mr. Phipps, with all in
154 favor, the August 5, 2019 Regular Meeting Minutes, as presented, were
155 approved.

156
157
158 **ELEVENTH ORDER OF BUSINESS**

Other Business

159
160 There being no other business, the next item followed.

161
162 **TWELFTH ORDER OF BUSINESS**

Staff Reports

163
164 **A. Attorney: *van Assenderp Law***

165 Mr. van Assenderp remarked that looking toward the future, once construction is
166 underway, the Board would need to address financing procedures for levying and collections of
167 assessments; given statutory time frames for noticing and filing, this may or may not be the last
168 year of the Developer funding the budget. Mr. Yates agreed and stated this should be the last
169 year of Developer funding, so the Board needs to be mindful of those timelines. Mr. McGaffney
170 stated that some Developer-funded expenses could potentially be reimbursed from bond
171 proceeds and further stated the bond requisition process could be discussed prior to the next
172 meeting by setting up a call between Mr. Yates and Mr. Craig Wrathell.

173 **B. Engineer: *Moore Bass Consulting, Inc.***

174 There being nothing to report, the next item followed.

175 **C. Manager: *Wrathell, Hunt and Associates, LLC***

176 There being nothing to report, the next item followed.

177
178 **THIRTEETH ORDER OF BUSINESS**

**Audience Comments/Supervisors'
Requests**

179
180
181 There being no audience comments or Supervisors' requests, the next item followed.

182
183 **FOURTEENTH ORDER OF BUSINESS**

Adjournment

184
185 There being nothing further to discuss, the meeting adjourned.

186
187 On MOTION by Mr. Phipps and seconded by Mr. Lewis Singletary, with all in
188 favor, the meeting adjourned at 10:22 a.m.

189
190
191
192
193
194
195

Secretary/Assistant Secretary

Chair/Vice Chair

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

8B

DRAFT

**MINUTES OF MEETING
FALLSCHASE
COMMUNITY DEVELOPMENT DISTRICT**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

A Landowners’ Meeting of the Fallschase Community Development District was held on Monday, November 18, 2019 at 11:00 a.m., at 2810 Remington Green Circle, Tallahassee Florida 32308.

Present at the meeting were:

Howard McGaffney (via telephone)	Wrathell, Hunt & Associates, LLC
Richard Yates	Landowner Representative
Max Beverly (via telephone)	Landowner Representative
Chase Williams	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 11:03 a.m. Mr. Richard Yates and Mr. Chase Williams were present, in person. Mr. McGaffney and Mr. Max Beverly attended via telephone.

SECOND ORDER OF BUSINESS

Affidavit of Publication

Mr. McGaffney stated that the meeting was duly noticed in Tallahassee and in Leon County. An affidavit of publication was provided for informational purposes.

THIRD ORDER OF BUSINESS

Election of a Chair to Conduct Landowners’ Meeting

Mr. Yates agreed to serve as Chair to conduct the Landowners’ Meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [Seats 3, 4, & 5]

A. Nominations

Mr. Yates nominated the following:

- 37 Mr. Lewis Singletary Seat 3
- 38 Mr. Rick Singletary Seat 4
- 39 Mr. Richard Yates Seat 5
- 40 No other nominations were made.

41 **B. Casting of Ballots**

42 **i. Determine Number of Voting Units Represented**

43 Mr. McGaffney stated that Mr. Yates, on behalf of Red Hills Property Holdings LLC,
44 represented 338 voting units, and could cast up to 338 votes per Seat.

45 **ii. Determine Number of Voting Units Assigned By Proxy**

46 There were no votes assigned by proxy.

47 Mr. Yates cast the following votes:

48	Mr. Lewis Singletary	Seat 3	300 Votes
49	Mr. Rick Singletary	Seat 4	325 Votes
50	Mr. Richard Yates	Seat 5	325 Votes

51 **C. Ballot Tabulation and Results**

52 Mr. McGaffney summarized the following ballot tabulation, results and the terms for
53 each Seat:

54	Mr. Lewis Singletary	Seat 3	300 Votes	2-Year Term
55	Mr. Rick Singletary	Seat 4	325 Votes	4-Year Term
56	Mr. Richard Yates	Seat 5	325 Votes	4-Year Term

57

58 **FIFTH ORDER OF BUSINESS**

Landowners' Questions/Comments

59

60 There being no Landowners' questions or comments, the next item followed.

61

62 **SIXTH ORDER OF BUSINESS**

Adjournment

63

64 There being nothing further to discuss, the meeting adjourned at 11:06 a.m.

65
66
67
68
69
70
71

Secretary/Assistant Secretary

Chair/Vice Chair

FALLSCHASE

COMMUNITY DEVELOPMENT DISTRICT

10C

FALLSCHASE COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2019/2020 MEETING SCHEDULE

LOCATION

2810 Remington Green Circle, Tallahassee, Florida 32308

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2019 CANCELED	Regular Meeting	11:00 AM
November 18, 2019	Landowners' Meeting	11:00 AM
January 6, 2020	Regular Meeting	11:00 AM
April 6, 2020	Regular Meeting	11:00 AM
June 8, 2020	Regular Meeting	11:00 AM
August 31, 2020	Public Hearing & Regular Meeting	11:00 AM