

1 **MINUTES OF MEETING**
2 **FALLSCHASE**
3 **COMMUNITY DEVELOPMENT DISTRICT**
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5 A Regular Meeting of the Fallschase Community Development District’s Board of
6 Supervisors was held on Wednesday, November 1, 2017 at 1:00 p.m., at 2810 Remington Green
7 Circle, Tallahassee, Florida 32308.
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9 **Present at the meeting were:**

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11 Richard Yates Chair
12 Rick Singletary Vice Chair
13 Jeff Phipps Assistant Secretary
14 William Lamb Assistant Secretary
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16 **Also present were:**

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18 Howard McGaffney District Manager
19 Edward N. Bass District Engineer
20 Chase Williams
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23 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

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25 Mr. McGaffney called the meeting to order at 1:10 p.m. Supervisors Yates, Singletary
26 Phipps and Lamb were present, in person. Supervisor Person was not present.
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28 **SECOND ORDER OF BUSINESS**

Public Comments

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30 There being no public comments, the next item followed.
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32 **THIRD ORDER OF BUSINESS**

**Consideration of Agreement for
Underwriting Services & G17 Disclosure
with FMSbonds, Inc.**

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36 Mr. McGaffney presented the Agreement for Underwriting Services & G17 Disclosure
37 with FMSbonds, Inc. (FMS). During the last meeting the Board authorized the Chair and
38 District Management to work with FMS and obtain an Engagement Letter, which was included
39 in today’s agenda. This was a standard Bond Underwriting Agreement and Mr. Wrathell told
40 him, “if one could get 2% or better, one is doing pretty good in this industry”; FMS came in at
41 1.75%.

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On MOTION by Mr. Lamb and seconded by Mr. Phipps, with all in favor, the Agreement for Underwriting Services & G17 Disclosure with FMSbonds, Inc., was approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2018-01, Amending the General Fund Portion of the Fiscal Year 2017 Budget; and Providing for an Effective Date

Mr. McGaffney presented Resolution 2018-01. This Resolution would amend the General Fund portion of the Fiscal Year 2017 budget. He reviewed the amendments to the Fiscal Year 2017 budget.

On MOTION by Mr. Phipps and seconded by Mr. Singletary, with all in favor, Resolution 2018-01, Amending the General Fund Portion of the Fiscal Year 2017 Budget; and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Agreement for Uniform Method of Tax Collection with the Leon County Tax Collector (deferred from September 6, 2017 Public Hearing and Regular Meeting)

Mr. McGaffney stated that this item was not necessary.

SIXTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of September 30, 2017

Mr. McGaffney presented the Unaudited Financial Statements as of September 30, 2017. Total revenues were \$15,973 and total expenditures were \$34,830, due to the increased activities, which was why the budget was amended.

On MOTION by Mr. Lamb and seconded by Mr. Phipps, with all in favor, the Unaudited Financial Statements as of September 30, 2017, were approved.

SEVENTH ORDER OF BUSINESS

Approval of September 6, 2017 Public Hearing and Regular Meeting Minutes

84 Mr. McGaffney presented the September 6, 2017 Public Hearing and Regular Meeting
85 Minutes and asked for any additions, deletions or corrections.

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**On MOTION by Mr. Singletary and seconded by Mr. Phipps,
87 with all in favor, the September 6, 2017 Public Hearing and
88 Regular Meeting Minutes, as presented, were approved.
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EIGHTH ORDER OF BUSINESS

Other Business

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94 Mr. Yates stated that Mr. Bass worked up an Engineer’s letter. He also spoke with Bob
95 and District Counsel and it appeared that everything was in order.

96 In response to a Mr. Yates’ inquiry regarding the next step, Mr. McGaffney replied that,
97 once the final lingering items on the Engineer’s Report were resolved, and Mr. Bass had a clear
98 understanding of what he wanted to present, the amended Engineer’s Report would be presented,
99 probably at the next meeting. From there, the Board can move towards the bond validation
100 process. The Special Methodology Report is needed and Mr. Wrathell will want to be involved
101 in those steps. Obtaining the Reports and accepting and approving them was the next step.

102 Mr. Yates stated that Mr. Fred Harris, Bond Counsel, indicated that some collaboration
103 with the Underwriter was needed in order for him to proceed, as described but he could not say
104 to what extent. Mr. McGaffney stated that Mr. Bass works in the same realm, when it comes to
105 underwriting; basically, they just needed the dollar amounts, the units and what it looked like
106 from an assessment point of view. They needed to know about how they would collect, figure
107 out what properties the District would maintain and whether anything would be transferred over
108 to another entity. The Underwriter needed to know the maximum amount that the District would
109 seek to have validated at the bond validation.

110 Mr. Yates did not believe that anything was missing; the Board would look at this during
111 the December 6 meeting. Mr. McGaffney noted that because, statutorily, the agenda must be
112 posted on the District’s website seven days in advance of the meeting, to get that item on the
113 agenda, it must be received in time to meet the posting deadline.

114 Mr. Yates stated that he viewed the underbrush; most of the east side of the property was
115 pretty far along on having the topographical bid compiled on the tree survey and, with that in
116 hand, it would provide a better sense of the real design features that are probably not

117 significantly different than before. At least it would validate the assumptions that were in the
118 earlier drawings.

119 Mr. Bass, in response to Mr. Yates' question, stated that he was primarily working on the
120 central spine road design. He was setting roadway profile and grades on those spine roads and
121 also working on the Master Utility Plan because those same spine roads would carry a majority
122 of the master utilities.

123 Mr. Yates stated that the idea was that it would be a central spine road that runs through
124 the project and would be able to service the entire acreage with a plug in option for the various
125 residential areas. There were areas that would be developed, as they became relevant in the
126 marketplace.

127 A Board Member inquired if the sewer is pumped or functions by gravity. Mr. Bass
128 replied that it would be gravity on the west side. The west side is all gravity. The east side
129 gravity goes to a central point that is then lifted back up, across the ravine, to tie into the gravity
130 on the west. One lift station was proposed, as part of the Master Sewer Planning, and he was
131 extending the sewer out, which would be a reimbursement item by the City of Tallahassee but
132 working in concert with the City. The District would be served by the City of Tallahassee Sewer
133 and Water and Electric Utilities. The central sewers extended out to Buck Lake Road, at the
134 lowest point of Buck Lake Road, allowing the City to take two or three other lift stations offline,
135 which was a major plus for the City and its operations.

136 A Board Member inquired if that would be a three-phase power and underground. Mr.
137 Bass replied that three-phase would be extended throughout, on the main, and all underground,
138 on the primary road. He would get the spine roads plan, profile and grading set and then, based
139 on the topography and other utilities being considered, he would set the entrance points to the
140 various pods internal to the spine.

141 A Board Member asked for clarification of Mr. Bass' comment that there would be one
142 lift station on the east side and that it would lift over the ravine and go down. Mr. Bass
143 confirmed that was the design. The Board Member inquired how that would affect the Pembroke
144 Road lift stations tying into that road. Mr. Bass replied that it would have no affect; the lift
145 stations that would be taken offline were more northeast than due east; Pembroke, was further
146 down. The Board Member inquired where the lift stations that were being removed were going.
147 Mr. Bass was not sure nor did he know exactly which ones would be removed. The Milani area
148 was possible, along with some others. The Board Member stated that all of the sewer would end

149 up coming down the very western, southwestern corner of the District's property; it would all
150 end up going through there. Mr. Bass confirmed the Board Member's statement and stated that it
151 would go through the southwest portion and go to an existing 21" gravity main that goes through
152 the Williams Plantation subdivision and enters into there.

153 A Board Member inquired where the entrance would be off Buck Lake Road. Mr. Bass
154 replied that Fallschase Parkway was already constructed; that is the boulevard section behind the
155 theatre. That is one of the primary entrances that went around the roundabout and then there
156 would be one additional connection that would be slightly further east; that would align with the
157 existing roadway of Alvin Stewart Way. That would be a four-way intersection with no traffic
158 signals, as of now. If the County wanted to look into signals, it could. There was already one at
159 Fallschase Parkway.

160 A Board Member asked if they would reimburse for the curb and gutter. Mr. Bass replied
161 negatively and stated that the initial cost would be borne to the CDD. A portion of the sewer
162 mains are being upsized to accommodate the City's off-site flows and the City would pay lump-
163 sum refunds to the Developer, for that. For the residential units, if annexation occurs, which was
164 discussed but not finalized, then individual lot would be eligible for refunds for a portion of the
165 system charges paid by the homebuilder each time they file a permit. In response to a Board
166 Member's inquiry, Mr. Bass stated that there is no stormwater upsizing for this project. If so,
167 there would be a reimbursement for that too. The main off-site conveyance is the ravine system
168 and it was being left in its natural state; therefore, there are no infrastructure improvements for
169 stormwater.

170 A Board Member asked what the CDD would finance. Mr. Bass replied that sewer,
171 water, streets, curb, gutter, amenity packages, the construction and creation of stormwater
172 management facilities, would be financed. Mr. McGaffney inquired about the amenities and if
173 they would be something that the CDD or the HOA would manage. A Board Member replied
174 that it would be the CDD, with as little HOA Management as possible. Most of the governance
175 of that would be put into rules and guidelines, since HOA's can be inefficient. Mr. McGaffney
176 stated his expertise was in amenities and, if he could help, he would. If there was anything the
177 Board wanted to look at, from an operation standpoint, to let him know since he was previously a
178 General Manager of one of the largest amenity companies in the state.

179 Mr. Bass stated that his Engineer’s Report would have a line item budget for amenities
180 only and separate items for the CDD’s monumentation and entry signage for the various
181 subdivisions, which was included in his estimate.

182 A Board Member wanted to know when he could view a plat. A Board Member thought
183 perhaps by next meeting and the focus should be on the central spine road. There would be the
184 same number of lots but they might not all be in the same configuration as on the initial plat.

185 Mr. Bass would forward the Amended and Restated Engineer’s Report to the Board and
186 to be included in the next agenda, for consideration.

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188 **NINTH ORDER OF BUSINESS**

Staff Reports

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190 **A. Attorney**

191 There being no report, the next item followed.

192 **B. Engineer**

193 There being nothing further to report, the next item followed.

194 **C. Manager**

195 **i. NEXT MEETING DATE: December 6, 2017 at 1:00 P.M.**

196 Mr. McGaffney stated that the next meeting will be on December 6, 2017 at 1:00 p.m.

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198 **TENTH ORDER OF BUSINESS**

**Audience Comments/Supervisors
Requests**

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

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203 **ELEVENTH ORDER OF BUSINESS**

Adjournment

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205 There being nothing further to discuss, the meeting adjourned.

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207 **On MOTION by Mr. Phipps and seconded by Mr. Lamb, with**
208 **all in favor, the meeting adjourned at 1:31 p.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

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