

**MINUTES OF MEETING  
FALLSCHASE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Fallschase Community Development District held a Public Hearing and a Regular Meeting on August 29, 2018 at 1:00 p.m., at 2810 Remington Green Circle, Tallahassee, Florida 32308.

**Present at the meeting were:**

Richard Yates	Chair
Rick Singletary	Vice Chair
William Lamb	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	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. McGaffney called the meeting to order at 11:10 a.m. Supervisors Yates, Singletary, Lamb and Phipps were present, in person. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2018-09,  
Declaring a Vacancy in SEAT 3, Due to the  
Passing of Supervisor Albert C. Penson**

Mr. McGaffney presented Resolution 2018-09.

<p><b>On MOTION by Mr. Phipps and seconded by Mr. Singletary, with all in favor, declaring a vacancy in Seat 3, was approved.</b></p>
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- A. Administration of Oath of Office *(the following will also be provided in a separate package)*
- i. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - ii. Membership, Obligations and Responsibilities
  - iii. Q & A
  - iv. Financial Disclosure Forms
    - a. Form 1: Statement of Financial Interests
    - b. Form 1X: Amendment to Form 1, Statement of Financial Interests
    - c. Form 1F: Final Statement of Financial Interests
  - v. Form 8B: Memorandum of Voting Conflict

This item was deferred to the November meeting.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-10,  
Electing Officers of the District.

This item was deferred to the November meeting.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and  
Objections on Adoption of Fiscal Year  
2018/2019 Budget

A. Affidavit/Proof of Publication

The proof of publication was provided for informational purposes.

- B. Consideration of Resolution 2018-11, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date

On MOTION by Mr. Phipps and seconded by Mr. Singletary, with all in favor, the Public Hearing was opened at 11:15 a.m.
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No members of the public spoke.

Mr. McGaffney closed the Public Hearing at 11:16 a.m.

Mr. McGaffney read the title of Resolution 2018-11.

**On MOTION by Mr. Phipps and seconded by Mr. Singletary, with all in favor, Resolution 2018-11, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018 and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-12, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing an Effective Date**

This item was not applicable, as this is a Developer-funded District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-13, Adopting the Annual Meeting Schedule for Fiscal Year 2018/2019**

Mr. McGaffney presented Resolution 2018-13. The following change was made:

Time: Change "1:00 P.M." TO "11:00 A.M."

**On MOTION by Mr. Phipps and seconded by Mr. Singletary, with all in favor, Resolution 2018-13, Adopting the Annual Meeting Schedule for Fiscal Year 2018/2019, as amended, was adopted.**

**NINTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of July 31, 2018**

Mr. McGaffney presented the Unaudited Financial Statements as of July 31, 2018.

**On MOTION by Mr. Phipps and seconded by Mr. Lamb, with all in favor, the Unaudited Financial Statements as of July 31, 2018, were approved.**

TENTH ORDER OF BUSINESS

Approval of Minutes

A. February 7, 2018 Public Hearings and Regular Meeting Minutes

B. June 6, 2018 Regular Meeting Minutes

Mr. McGaffney presented the February 7, 2018 Public Hearings and Regular Meeting and the June 6, 2018 Regular Meeting Minutes.

On MOTION by Mr. Lamb and seconded by Mr. Phipps, with all in favor, February 7, 2018 Public Hearings and Regular Meeting and the June 6, 2018 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Other Business

Mr. Yates stated that there were plans for the property and drawings would be prepared. For consideration at a future meeting is conserving a portion of the property for a public park, which might influence future underwriting of the bond issue. The easement recording allowing the park will likely occur within two weeks. Mr. van Assenderp asked if the easement would state that the District would construct, own, maintain and finance construction and maintenance of the park. Mr. Yates stated the easement might not specify that. Mr. van Assenderp stated that not specifying it would not prohibit the District from doing all those things, so it is fine.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Attorney: *van Assenderp Law*

Mr. van Assenderp executed the petition to the County to contract the District. Mr. Charles Gardner would process and file it. He would have an update at the next meeting.

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

There being nothing to report, the next item followed.

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

i. Consideration of ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Mr. McGaffney stated that claims were recently filed against numerous CDDs and other entities alleging that their websites were not compliant with the Americans with Disabilities Act

(ADA) requirements for websites but this District was not sued. The insurance carrier, Egis, hired Roper & Roper, P.A., to defend its clients. Management proactively engaged ADA Site Compliance (ADASC) to bring its client websites into compliance. An ADA Compliance seal was placed on each website, noting the District’s accessibility policy, that updates were underway and who to contact for information or with questions. The annual rate is \$199. Documents not required by law and those that are outdated will be purged from the website and, going forward, only legally required documents and information will be posted and only for the required amount of time. Any documents removed can be requested from Management.

**On MOTION by Mr. Lamb and seconded by Mr. Phipps, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, for \$199 per year, was approved, and Management’s actions, were ratified.**

Mr. van Assenderp noted that the purpose of CDD websites is to have information available to the public and wondered if, as a result of this, CDD websites will no longer serve that purpose.

ii. **NEXT MEETING DATE: September 5, 2018 at 1:00 P.M.**

The September 5, 2018 meeting would be cancelled.

**Mr. Yates left the meeting.**

**On MOTION by Mr. Phipps and seconded by Mr. Singletary, with all in favor, cancelling the September 6, 2018 meeting, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Audience Comments/Supervisors  
Requests**

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

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Phipps and seconded by Mr. Lamb, with all in favor, the meeting adjourned at 11:42 a.m.**



Secretary/Assistant Secretary



Chair/Vice Chair