

**MINUTES OF MEETING
FALLSCHASE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Fallschase Community Development District held a Regular Meeting on June 6, 2022 at 10:30 a.m., at 2810 Remington Green Circle, Tallahassee, Florida 32308.

Present at the meeting were:

Richard Yates	Chair
Rick Singletary	Vice Chair
Jeff Phipps	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC (WHA)
Roger Wynn	District Engineer
Eddie Bass	Southeastern Consulting Engineers
Max Beverly	Landowner Representative

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:42 a.m. Supervisors Yates, Rick Singletary and Phipps were present in person. Supervisors Lamb and Lewis Singletary were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Jeff Phipps [SEAT 2] (*the following to be provided in separate package*)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Phipps. Mr. Phipps was already familiar with 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**Consideration of Moore Bass Consulting, Inc., Contract for Professional Services to Complete Stormwater and Sewer Needs Analysis**

Ms. Cerbone discussed new legislation that requires CDDs to prepare a 20-year Stormwater Management Needs Analysis Report to document anticipated future stormwater system needs. The legislation was signed after the proposed Fiscal Year 2022 budget was approved. The Report is due by June 30, 2022 and then every five years thereafter.

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps, with all in favor, the Moore Bass Consulting, Inc., Contract for Professional Services for preparation of the Stormwater and Sewer Management Needs Analysis Report, in a not-to-exceed amount of \$7,500, was approved.

FIFTH ORDER OF BUSINESS**Discussion: How Maintenance Expenses for CDD Improvements will be Handled in Fiscal Year 2023**

Ms. Cerbone stated, in a conference call with Mr. Yates, Mr. van Assenderp and Ms. Kilinski, options for how to handle maintenance expenses for CDD improvements were discussed. It was determined that, for the next one or two years, the CDD will enter into an Agreement with the HOA for the HOA to maintain CDD improvements. Every year the Board will decide whether to bring the responsibility back to the CDD or to continue the Agreement with the HOA.

Mr. van Assenderp will present an Agreement at the next meeting.

SIXTH ORDER OF BUSINESS**Consideration of Addendum #1 to Agreement for Management Services**

Ms. Cerbone presented Addendum #1 to Agreement for Management Services. She noted that Wrathell, Hunt and Associates, LLC (WHA) charges a discounted Management Fee until bonds are issued. Now that bonds have been issued, WHA will commence Debt Service Fund accounting activities. The Debt Service Fund Accounting fee was not in the original Agreement between the CDD and WHA, as, at that time when bonds would be issued was unknown.

Ms. Cerbone reviewed the adjustments to various budgeted line items that resulted from the issuance of bonds and noted that the amount budgeted for “Debt service fund accounting” was prorated for the time of the bond issuance through September 30, 2022.

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps, with all in favor, Addendum #1 to the Wrathell, Hunt and Associates, LLC Agreement for Management Services, as presented, was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2022-06, Amending the General Fund Portion of the Budget for Fiscal Year 2022; and Providing for an Effective Date (*re: Issuance of Bonds*)**

Ms. Cerbone presented Resolution 2022-06. She noted that the changes to the General Fund portion of the Fiscal Year 2022 budget were reviewed during the Sixth Order of Business.

On MOTION by Mr. Phipps and seconded by Mr. Rick Singletary, with all in favor, Resolution 2022-06, Amending the General Fund Portion of the Budget for Fiscal Year 2022; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-07, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Cerbone presented Resolution 2022-07. She reviewed the proposed Fiscal Year 2023 budget highlighting line item increases, decreases and adjustments compared to the Fiscal Year 2022 budget and explained the reasons for any adjustments. The budget is Developer-funded; therefore, expenses will be funded as they are incurred. If unbudgeted expenses arise, they will be presented for approval. The audit fee will increase in Fiscal Year 2024 due to the bond issuance.

Discussion ensued regarding typical fees for audits with and without bonds. Ms. Cerbone stated, if the fee cannot be successfully negotiated, a Request for Proposals (RFP) for Annual Audit Services can be prepared and advertised.

On MOTION by Mr. Rick Singletary and seconded by Mr. Yates, with all in favor, Resolution 2022-07, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 1, 2022 at 10:30 a.m., at 2810 Remington Green Circle, Tallahassee, Florida 32308; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acknowledgement, Confirmation and Implementation of Boundary Amendment

Ms. Cerbone stated the Boundary Amendment Petition was approved.

On MOTION by Mr. Phipps and seconded by Mr. Rick Singletary, with all in favor, acknowledgement, confirmation and implementation of the Boundary Amendment, was approved.

TENTH ORDER OF BUSINESS

Consideration of Acceptance of Phase 1A Improvements and Approval of Requisition No. 2

Ms. Cerbone presented the Phase 1A Improvements and Requisition No. 2.

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps, with all in favor, Requisition No. 2 and acceptance of the Phase 1A Improvements, were approved.

ELEVENTH ORDER OF BUSINESS

Presentation of Audited Financial Statements for Fiscal Year Ended September 30, 2021, Prepared by Lanigan & Associates, P.C.

Ms. Cerbone presented the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2021. There were no findings, irregularities or instances of noncompliance; it was an unmodified opinion, otherwise known as a clean audit.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2022-08, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2021

Ms. Cerbone presented Resolution 2022-08 and read the title.

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps, with all in favor, Resolution 2022-08, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2021, was adopted.

THIRTEENTH ORDER OF BUSINESS

Consideration of Resolution 2022-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2022-09.

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps, with all in favor, Resolution 2022-09, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2021, was adopted.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2022

Ms. Cerbone presented the Unaudited Financial Statements as of April 30, 2022

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps, with all in favor, the Unaudited Financial Statements as of April 30, 2022, were accepted.

FIFTEENTH ORDER OF BUSINESS

Approval of December 14, 2021 Regular Meeting Minutes

Ms. Cerbone presented the December 14, 2021 Regular Meeting Minutes.

On MOTION by Mr. Rick Singletary and seconded by Mr. Phipps with all in favor, the December 14, 2021 Regular Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney: *van Assenderp Law*

There was no report.

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

There was nothing further to report.

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

I. 0 Registered Voters in District as of April 15, 2022

II. NEXT MEETING DATE: August 1, 2022 at 10:30 AM

- **QUORUM CHECK**

The next meeting will be held August 1, 2022.

SEVENTEENTH ORDER OF BUSINESS

Audience Comments/Supervisors Requests

There were no audience comments or Supervisors' requests.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Phipps and seconded by Mr. Rick Singletary, with all in favor, the meeting adjourned at 11:08 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair