

**MINUTES OF MEETING  
FALLSCHASE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Fallschase Community Development District held a Regular Meeting on June 3, 2024 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
Lewis Singletary	Assistant Secretary
William Lamb	Assistant Secretary

**Also present:**

Jamie Sanchez	District Manager
Cindy Cerbone (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Kenza van Assenderp (via telephone)	District Counsel
Roger Wynn	District Engineer
Phillip Dahn	
Susan Platt	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:30 a.m. Supervisors Yates, Lewis Singletary and Rick Singletary were present. Supervisor Lamb was not present at roll call. Supervisor Phipps was absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

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

**A. Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2023/Instructions**
- B. Membership, Obligation and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B – Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

This item was deferred.

**FOURTH ORDER OF BUSINESS**

**Ratification of Resolution 2024-02, Designating Certain Officers of the District, and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2024-02 for ratification and read the slate of officers, as follows:

Richard Yates	Chair
Rick Singletary	Vice Chair
William Lamb	Assistant Secretary
Jeff Phipps	Assistant Secretary
Lewis Singletary	Assistant Secretary
Jamie Sanchez	Assistant Secretary
Cindy Cerbone	Assistant Secretary

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

**Mr. Lamb arrived at the meeting at 10:32 a.m.**

**On MOTION by Mr. Rick Singletary and seconded by Mr. Lamb, with all in favor, Resolution 2024-02, Designating Certain Officers of the District, and Providing for an Effective Date, was ratified.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law;**

**Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2024-04. She reviewed the proposed Fiscal Year 2025 budget, highlighting line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Ms. Sanchez referred to Page 7 that shows decreases in the Operations and Maintenance (O&M) assessment levels. As more parcels in the CDD have been and are platted, adjustments will be made to the Fiscal Year 2025 budget before adoption in August to reflect the shift of some parcels from off-roll to on-roll assessments for both the General Fund and the Debt Service Fund.

**On MOTION by Mr. Lamb and seconded by Mr. Rick Singletary, with all in favor, Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on August 5, 2024 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.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-05, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2024-05. The terms of Seats 1, 3 and 5, currently held by Mr. William Lamb, Mr. Richard "Lewis" Singletary III and Mr. Jeff Phipps, respectively, will be extended to coincide with the November 2026 General Election. The terms of Seats 2 and 4, currently held by Mr. Richard Yates and Mr. Richard "Rick" Singletary, Jr., respectively, will be extended to coincide with the November 2028 General Election.

**On MOTION by Mr. Rick Singletary and seconded by Mr. Lewis Singletary, with all in favor, Resolution 2024-05, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2024-06. She asked for the meeting time to be changed from 10:30 a.m. to 1:30 p.m. Mr. Phipps’ availability will be confirmed.

This item was deferred.

Discussion ensued regarding on-site electricity issues, the opinion that the contractor is not keeping up with the contract, housing affordability and housing supply shortages.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of April 30, 2024**

**On MOTION by Mr. Lamb and seconded by Mr. Rick Singletary, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.**

**NINTH ORDER OF BUSINESS**

**Approval of Minutes**

- A. November 15, 2023 Landowners’ Meeting**
- B. November 15, 2023 Regular Meeting**

The following changes were made to the November 15, 2023 Regular Meeting Minutes:

Lines 40, 53 and 66: Change “Mr. van Assenderp” to “A Board Member”

Discussion ensued regarding the plans for the Clubhouse, community pool and the well house and preparing a response to the zoning comment.

**On MOTION by Mr. Rick Singletary and seconded by Mr. Lamb, with all in favor, the November 15, 2023 Landowners' Meeting Minutes, as presented and November 15, 2023 Regular Meeting Minutes, as amended, were approved.**

**TENTH ORDER OF BUSINESS****Staff Reports**

- A. Attorney: van Assenderp Law**
- B. Engineer: Moore Bass Consulting, Inc.**

There were no reports from District Counsel or the District Engineer.

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

- **NEXT MEETING DATE: August 5, 2024 at 10:30 AM**
  - **QUORUM CHECK**

**ELEVENTH ORDER OF BUSINESS****Audience Comments/Supervisors Requests**

Mr. Rick Singletary asked if the ethics training for real estate licenses is similar to the new ethics training requirements for Special District Supervisors. Ms. Cerbone replied no, the new requirement for Special District Supervisors addresses public records and Sunshine Law.

Ms. Sanchez will resend the prior email containing information on completing the four-hour required ethics training, links to online courses and the reporting process. She noted that Board Members will receive an email from the Florida Commission on Ethics (COE) to register so they can electronically file Form 1 by the July 1, 2024 deadline.

Mr. Yates referred to a public information inquiry from a group that monitors financial activities of CDDs and asked how that will be addressed. He was asked to forward the email to Ms. Sanchez to ensure a response is underway.

No members of the public spoke.

**TWELFTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Lamb and seconded by Mr. Rick Singletary, with all in favor, the meeting adjourned at 11:14 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair