

MINUTES OF MEETING  
FALCON TRACE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Falcon Trace Community Development District was held Wednesday, August 15, 2018 at 6:00 p.m. at the Big Hawk Lake Recreational Center, 13600 Hawk Lake Drive, Orlando, Florida.

Present and constituting a quorum were:

Sara Hurst	Chairperson
Carole Miller	Vice Chairperson
Kathy Stark	Assistant Secretary
Sue Marchesi Baron	Assistant Secretary
Felix Kutlik	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Michelle Rigoni	District Counsel
Alan Scheerer	Field Operations
William Viasalyers	GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the May 16, 2018 Meeting**

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the minutes of the May 16, 2018 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Public Hearing**

**A. Consideration of Resolution 2018-02 Adopting the Fiscal Year 2019 Budget and Relating to the Annual Appropriations**

On MOTION by Ms. Stark seconded by Ms. Miller with all in favor the public hearing for the budget and imposition of assessments was opened.

Mr. Showe stated the next item is Resolution 2018-02 adopting the Fiscal Year 2019 budget. This budget is almost identical to the one you saw as the proposed budget, it is important to note that there are no assessment increases proposed, we also have the same line item descriptions on all line items. We are projecting at the end of the current fiscal year to have \$234,000 in the capital projects fund. We have a few projects scheduled for next year, but we will bring those back to the Board before we spend anything. You have two more fiscal years of debt assessments then that will be gone.

We can open the floor for any public comment on the budget, hearing none, we will bring it back to the Board for discussion and consideration. There being no further discussion by the Board,

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor Resolution 2018-02 Adopting Fiscal Year 2019 Budget was approved.

**B. Consideration of Resolution 2018-03 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2019**

Mr. Showe stated the second part of the budget process is Resolution 2018-03 and attached to this resolution will be the final budget you just adopted as well as the assessment roll. This will be transmitted to the tax collector to place the assessments on the individual tax bills.

We will open the floor for public comments on the assessment portion and hearing none, we will bring it back to the Board for discussion and consideration. There being no further discussion by the Board,

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor Resolution 2018-03 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2019, was approved.

On MOTION by Ms. Stark seconded by Ms. Baron with all in favor the public hearing was closed.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rigoni stated as a follow-up from the last meeting on the sidewalk between the pond and Orange Avenue, I reviewed the plat and found that there is a public access and utility easement in favor of the County. So, at this time the CDD cannot remove the sidewalk unless we get consent from the County. If the Board wishes, we can ask the County to release their easement but without that consent we cannot do anything about it.

Ms. Miller asked is there a cost to us to ask them to remove it? Are we subject to any penalties?

Ms. Rigoni stated a minor cost to prepare a letter to the County.

Mr. Showe stated there may be some minor survey cost.

Ms. Miller stated I think we have to protect the homes and that is why we raised that question. Perhaps we need to go down that path so we can protect the community.

Ms. Hurst stated if we go down that path and they say no, we will be able to say we have done what we could. Could you at least investigate that for us?

Ms. Rigoni responded yes. Do I have the Board's authorization for me to contact the County?

Ms. Hurst stated yes.

**B. Manager**

**i. Approval of Check Register**

On MOTION by Ms. Stark seconded by Ms. Hurst with all in favor the check register were approved.

**ii. Balance Sheet and Income Statement**

A copy of the balance sheet and income statement was included in the agenda package.

**iii. Approval of Fiscal Year 2019 Meeting Schedule**

Mr. Showe stated we prepared the 2019 meeting schedule and kept the same meeting schedule that we had previously. Obviously, you are not locked into that and you can make changes throughout the year as needed.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the Fiscal Year 2019 meeting schedule was approved as follows: meetings at 6:00 p.m. at the Big Hawk Lake Recreation Center, on October 17, 2018, January 16, 2019, March 20, 2019, May 15, 2019, July 17, 2019 and August 21, 2019.

**iv. Field Manager’s Report**

Mr. Scheerer gave an overview of the work that has been accomplished since the last meeting.

Mr. Scheerer introduced William Viasalyers who will be working with him on the District.

**SIXTH ORDER OF BUSINESS**

**Supervisor’s Requests**

Ms. Miller asked are there any problems with guests coming through the gate, passes or children issues?

Mr. Viasalyers stated no, some people try to get in with someone else’s pass, but we stop that.

Ms. Hurst asked how did it go this summer with children coming by themselves?

Mr. Viasalyers stated we just had a few, not even a dozen people.

Ms. Hurst asked did we redo the slide last year or was that two years ago?

Mr. Scheerer stated that was a few years ago. That is one area we will have to continue to monitor, not only that but the undercarriage as well, we will make sure that is in good shape. Orange County Painting came in with a really good product and it has held up well.

Ms. Hurst asked what about the ADA chairlift?

Mr. Viasalyers stated it still works but it needs some work done to it.

Ms. Hurst asked do you need our approval for anything or can you just make it happen?

Mr. Scheerer stated we will contact Spies Pools and they are certified to work on that and we will take care of it.

**SEVENTH ORDER OF BUSINESS**

**Next Meeting Date**

On MOTION by Ms. Baron seconded by Ms. Hurst with all in favor  
the meeting adjourned at 6:14 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman