

MINUTES OF MEETING  
FALCON TRACE  
COMMUNITY DEVELOPMENT DISTRICT

The recessed meeting of the Falcon Trace Community Development District Audit Committee on August 16, 2017 was reconvened on Wednesday, October 18, 2017 at 6:00 p.m. at the Big Hawk Lake Recreational Center, 13600 Hawk Lake Drive, Orlando, Florida.

Present were:

Sara Hurst  
Kathy Stark  
Sue Marchesi Baron  
Carole Miller  
Felix Kutlik  
Jason Showe  
Mike Eckert (by phone)  
Alan Scheerer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the reconvened meeting of the Audit Committee 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 August 16, 2017 Meeting**

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the minutes of the August 16, 2017 Audit Committee meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Tally of Audit Committee Member's Rankings and Selection of an Auditor**

Mr. Showe stated we received score sheets from all of the committee members and we compiled those rankings as follows: Grau & Associates no. 1, Berger, Toombs, Elam, Gaines & Frank no. 2, McDirmit Davis no. 3, Carr, Riggs & Ingram no. 4.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the ranking as read into the record was approved.

On MOTION by Ms. Stark Seconded by Ms. Baron With all in favor the Audit Committee meeting adjourned at 6:02 p.m.

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 on Wednesday, October 18, 2017 at 6:03 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
Mike Eckert	District Counsel (by phone)
Alan Scheerer	Field Manager

**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 August 16, 2017 Meeting**

On MOTION by Ms. Stark seconded by Ms. Miller with all in favor the minutes of the August 16, 2017 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Acceptance of the Audit Committee's Recommendation and Selection of #1 Ranked Firm to Provide Auditing Services for Fiscal Year 2017**

Mr. Showe stated just prior to this meeting we held an Audit Committee meeting at which the Committee ranked Grau & Associates as the no. 1 ranked firm, Berger Toombs ranked no. 2, McDirmit Davis ranked no. 3 and Carr Riggs & Ingram ranked no. 4. You can accept those rankings and authorize the District Manager to execute the audit agreement and we will bring it back for ratification at the January meeting.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the Audit Committee's recommendation of Grau & Associates being ranked no. 1 was accepted and the District Manager was authorized to execute the engagement letter for the Fiscal Year 2017 audit.

**FIFTH ORDER OF BUSINESS**

**Consideration of Non-Ad Valorem Assessment Administration Agreement with the Orange County Property Appraiser**

Mr. Showe stated the next item is an agreement with the Orange County Property Appraiser to place our assessments on the tax bill. The fee is the same as it was last year.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the agreement for non-ad valorem assessment administration with the Orange County Property Appraiser was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Manager**

**i. Approval of Check Register**

On MOTION by Ms. Baron seconded by Ms. Hurst with all in favor the check run summary in the amount of \$68,380.65 was approved.

**ii. Balance Sheet and Income Statement**

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

**iii. Field Manager's Report**

Mr. Scheerer gave an overview of the pre-storm and post-storm efforts by staff and by the pool provider who brought in nine employees to clean the pool post-storm.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Ms. Hurst asked did we get an estimate on moving the power?

Mr. Scheerer stated we have last year's estimate and I talked to Terry's Electric and it is about \$3,500 to reroute the electric and put the timer in the maintenance room. Unfortunately, the electricians are tied up with storm damage and we will put this item on the January agenda for Board action.

Mr. Showe stated the next meeting is January 17, 2018.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the meeting adjourned at 6:19 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman