

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 18, 2021 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
Perry Shaikh	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Mike Eckert	District Counsel by telephone
William Viasalyers	Field Operations
Several Residents	

*The following is a summary of the discussions and actions taken at the August 18, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District 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 May 19, 2021 Meeting**

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the minutes of the May 19, 2021 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Public Hearing**

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

**A. Consideration of Resolution 2021-04 Adopting the Fiscal Year 2022 Budget and Relating to the Annual Appropriations**

Mr. Showe stated Resolution 2021-04 adopting the Fiscal Year 2022 budget. The CDD is only responsible for this facility, the pool, parking lot, recreational facilities around the building and the big lake behind the building. There is no proposed increase and assessments will stay at \$419.70 per home per year. The only change we will make is a change in the pool maintenance contract of \$25 per week increase and we adjusted the budget to reflect that.

A resident stated I see \$219 for telephone and fax. Can we go to a cell phone and get rid of fax and just have a free email account?

Ms. Hurst stated it is misrepresented on your paper, I had that same question last meeting. It encompasses our security system, internet and a landline as well. It is wrapped up in one bundle cost.

A resident asked was there ever consideration of having a walkway around the lake?

Mr. Showe responded you have to maintain a distance from the lake because it is a stormwater pond. We wouldn't be able to put one on property that we own.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor Resolution 2021-04 was approved.

**B. Consideration of Resolution 2021-05 Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Showe stated next is Resolution 2021-05 imposing special assessments and certifying an assessment roll. The budget you just adopted will be attached to the resolution as an exhibit along with the assessment roll that will be sent to the tax collector to be placed on the tax bill.

There being no comments from the public, the Board took the following action.

On MOTION by Ms. Hurst seconded by Ms. Baron with all in favor Resolution 2021-05 was approved as amended in the whereas clause.

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

**FIFTH ORDER OF BUSINESS**

**Consideration of Second Amendment to Agreement with Aquatic Weed Management, Inc. for Lake Maintenance Services**

Mr. Showe stated next is an amendment to the agreement with Aquatic Weed Management, Inc. for lake maintenance services. There is no proposed increase for Fiscal Year 2022.

On MOTION by Ms. Baron seconded by Ms. Miller with all in favor the second amendment to the agreement with Aquatic Weed Management, Inc. for Fiscal Year 2022 was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Second Amendment to Agreement with Roberts Pool Service and Repair, Inc. for Pool Maintenance Services**

Mr. Showe stated next is an amendment with Roberts Pool Service and Repair, Inc. for pool maintenance services for Fiscal Year 2022 and it has an increase of \$25 per week due to the increased cost of chemicals.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the second amendment to the agreement with Roberts Pool Service and Repair, Inc. for Fiscal Year 2022 was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Manager**

**1. Approval of Check Register**

On MOTION by Ms. Miller seconded by Ms. Hurst with all in favor the check register was approved.

**2. Balance Sheet and Income Statement**

A copy of the financials was included in the agenda package.

**3. Approval of Fiscal Year 2022 Meeting Schedule**

Mr. Showe stated next is the Fiscal Year 2022 meeting schedule. We kept the same schedule as in the past with six meetings on the third Wednesday of those months at 6:00 p.m. You can make changes throughout the year if needed but this allows us to advertise the annual meeting schedule in accordance with Florida Statutes.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the notice of meetings for Fiscal Year 2022 reflecting the following dates was approved: October 20, 2021, January 19, 2022, March 16, 2022, May 18, 2022, July 20, 2022 and August 17, 2022.

**4. Action Items List**

Mr. Viasalyers stated the contractor is coming back tomorrow to fix the mirrors in the ladies' room and in the men's room the copper line started to leak and cause damage in the ceiling and they have since repaired that and now we are working on getting a quote to get the ceiling put in.

**5. Field Manager's Report**

Mr. Viasalyers stated we are going to purchase new umbrellas; the old ones are starting to fall apart and there is a 6 to 8 week lead time and it has been about 3-weeks so they should be in soon. I'm getting quotes for pool resurfacing.

A resident stated I have a couple of kids that love the pool and came home today from the playground and apparently someone was using pest control. I would like to see what that vendor does because it is not adequate. There are good outfits out there.

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none,

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Miller seconded by Ms. Hurst with all in favor the meeting adjourned at 6:20 p.m.

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman