

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, May 18, 2022 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
Michelle Rigoni	District Counsel by telephone
Marshall Tindell	Field Operations
Logan Smith	GMS
David Tuel	Head Pool Attendant
Several residents	

The following is a summary of the discussions and actions taken at the May 18, 2022 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 March 9, 2022 Meeting

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the minutes of the March 9, 2022 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Third Addendum to Agreement with Roberts Pool Service and Repair, Inc.

Mr. Showe stated there was a change in the price for the pool service and this addendum changes it to \$650 per month.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the third addendum to the agreement with Roberts Pool Service and Repair, Inc. in the amount of \$650 per month was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-02 Approving the Proposed Fiscal Year 2023 Budget and Setting a Public Hearing

Mr. Showe stated Resolution 2022-02 approves the proposed Fiscal Year 2023 budget and sets the public hearing for August 17, 2022 and directs us to transmit the proposed budget to Orange County at least 60 days in advance of the public hearing and to post it on the District’s website. You are setting the cap on assessments with this proposed budget, but it doesn’t lock you into any account lines, you can move money around. We are very fortunate that we were able to keep the assessments level this year and not affect the level of service.

Ms. Hurst stated under postage we have spent to date \$26 and we expect to spend \$400 by September.

Mr. Showe stated with that dollar amount that gives you flexibility somewhere else in the budget.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor Resolution 2022-02 approving the Fiscal Year 2023 budget and setting the public hearing for August 17, 2022 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-03 General Election

Ms. Rigoni stated we have an election every two years coinciding with the general election schedule. This resolution directs the Orange County supervisor of elections to conduct the CDD’s election by placing the candidate seats open for election this year on the general election ballot.

Mr. Showe stated seat no. 4, which is Ms. Hurst and seat 5, which is Mr. Shaikh will be on the general election ballot. Later in the meeting we will go over the qualifying procedures you or any resident who wants to qualify for election will go through with the supervisor of elections.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor Resolution 2022-03 General Election was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

1. Memo on Public Records Requests

Ms. Rigoni stated included in the agenda package is a memo that outlines the best practices for responding to various public records requests. The bottom line is whenever any of the Board Members receive a public records request, we recommend that you forward it to Jason so we can evaluate how we can respond immediately. I believe Mike distributed the general practice guidelines to all his Districts not to Falcon Trace specifically and is in there for informational purposes only and there is no action by the Board required.

Mr. Showe stated we have not had an uptick in requests in this District; we have had an uptick of requests in other Districts from what appears to be information clearing house sites, looking for a wealth of information. If you ever get a request just forward it to me and we will take care of it.

B. Manager

1. Approval of Check Register

On MOTION by Ms. Baron seconded by Mr. Shaikh 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. Presentation of Number of Registered Voters – 1,901

A letter from the supervisor of elections indicating there are 1,901 registered voters residing within the District was included in the agenda package.

4. General Election Qualifying Period and Procedure

Mr. Showe stated if you choose to qualify for the election, the qualifying period is from noon June 13 to noon July 17th. You can actually qualify now, but you have to get it in by the end of the qualifying period. To qualify you have to turn in a form 1 statement of financial interest and \$25 or 25 valid signatures. It is coordinated through the supervisor of elections office.

5. Field Manager’s Report

i. Consideration of Proposal from REW Landscape for Landscape Enhancements

It was the consensus of the Board to move forward on the proposal from REW for landscape enhancements.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests

There being none, the next item followed.

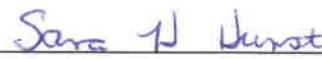
NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the meeting adjourned at 6:25 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman