

**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, **October 19, 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 <i>by phone</i>	Assistant Secretary
Sue Marchesi Baron	Assistant Secretary
Perry Shaikh	Assistant Secretary

Also Present were:

Jason Showe	District Manager
Mike Eckert <i>by phone</i>	District Counsel
Jared Wright	Field Operations
David Tuel	Head Pool Attendant
Marcia Calleja	CALM
Several Residents	

The following is a summary of the discussions and actions taken at the October 19, 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 August 17, 2022 Meeting

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the minutes of the August 17, 2022 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Agreement Renewal – REW Lawn and Irrigation

Mr. Showe stated next is consideration of an amendment to the agreement with REW, which is being drafted and reviewed by counsel. There is an increase of about 4%; we put 5% in the budget.

Ms. Miller asked are we looking at any other companies or is this it?

Mr. Showe responded this is the current company. The board has not given us direction to check other companies.

Ms. Miller stated I always thought we had two or three different proposals.

Mr. Showe stated we did when we initially hired them, we had several proposals and the board selected them. If you want us to go out for additional bids we can do that. This falls under the threshold of a formal RFP process.

Ms. Miller stated they are great on the lawn, I'm not so sure they are great on everything.

Mr. Wright stated I will get bids for your next meeting.

Mr. Showe stated you can approve this agreement, we have a 30-day termination provision and when we bring back bids and the board decides to terminate them, we can do that with 30-days' notice.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor the proposal from REW Lawn and Irrigation for fiscal year 2023 in the monthly amount of \$2,456.75 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Lake Maintenance Services Renewal – Aquatic Weed

Mr. Showe stated next is our continuing agreement with the lake vendor and there is no increase in price, just an extension of their term.

Ms. Miller stated they didn't have an increase and they do a good job, but I still think we should see who else is out there, but this proposal is fine.

On MOTION by Ms. Baron seconded by Ms. Miller with all in favor the proposal from Aquatic Weed for fiscal year 2023 services was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Drainage Proposals,
Basketball Courts**

A. Consideration of Proposal from GMS

B. Consideration of Proposal from REW

Mr. Wright stated we are having problems with drainage on the basketball courts where it is holding water in the corner and we are trying to alleviate that. We have a proposal from GMS for \$2,919 and from REW for \$3,195 to do the work.

Ms. Miller asked we know what REW is capable of doing, is this GMS' area of expertise?

Mr. Wright responded yes; we do this all the time. Clayton and I ran our own company doing drain installations and things like this. Our guys are more than capable and they have 15-20 years of years of experience in this field. The process would be to dig out the hole where we want the catch basins to be, use a trencher to dig the line for the piping and connect it, bury it and resod.

Ms. Baron asked is this double dipping for GMS if your company is bidding?

Mr. Showe stated no, we do this in a lot of our districts. We get competitive bids and we also have a maintenance division and that maintenance division is providing you a quote.

Ms. Miller asked do you see the other bids before you bid?

Mr. Wright responded no. Any time I'm going to bid for you, I generate my proposal get Clayton's approval for it make sure we are in the right price range then do a search for bids. I can provide my email chain to the board, so you know there is no foul play.

Ms. Miller stated I think that is appropriate. It would also be appropriate to put the number of people on the proposal such as three staff maintenance members assigned to this project. I feel more comfortable knowing the facts upfront that if and when something happens and you don't have the three, the supervisor will jump in and get the job done.

Ms. Hurst asked are we going to hold REW to the same standards?

Ms. Miller responded yes. That is one of the issues I have with REW.

Mr. Wright stated the more information I have for what you expect, that helps me.

On MOTION by Ms. Hurst seconded by Ms. Baron with all in favor the proposal from GMS in the amount of \$2,919.01 was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Proposal from CALM for Staffing Recreation Facility**

This item tabled to enable to board to have more time to review.

EIGHTH ORDER OF BUSINESS **Appointment of Audit Committee**

Mr. Showe stated next is appointment of the audit committee. We have an audit committee meeting scheduled for November 9th and one on December 9th.

On MOTION by Ms. Hurst seconded by Ms. Baron with all in favor the board members were appointed to serve as the audit committee.

NINTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. Eckert stated one of the things we have been working on for all our districts is revising our disciplinary and suspension rule for amenities. A lot more issues have been arising in terms of damage to district property and challenges we are trying to overcome by recovering the costs of damages done by vandalism and things like that. We will present that at your next board meeting. We are doing it for a lot of districts and the cost is spread among the districts.

In terms of a conflict of interest it is not a legal conflict of interests, certainly it is a business consideration of the board but there are many communities where the district hires the same management company to manage all assets within the community that includes recreation as well as the field and things like that.

B. Manager

i. Approval of Check Register

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

iii. Balance Sheet and Income Statement

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

C. Field Manager’s Report

Mr. Wright reviewed the field manager’s report, copy of which was included in the agenda package.

It was the consensus of the board to have staff obtain additional proposals for survey services.

TENTH ORDER OF BUSINESS Supervisor’s Requests

Mr. Showe stated we have the audit committee meeting scheduled for November 9th and will schedule a board meeting for the same day.

Ms. Miller stated during the week when we are closed this place is chaos with soccer camps going on and some people think this is a dog park. When we are closed everyone knows we are closed then we have no recourse. Is there a way that we can have someone come during the week? Mike and Dave do it sometimes and pick up trash around the area, so people understand they are still being watched.

Ms. Hurst stated we can, it is just a cost we have to factor in and we have to find someone to do it.

Mr. Showe stated that is up to the board.

Ms. Miller stated that is why it is important for us to get this enclosure done on the basketball and tennis courts as soon as possible.

ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the meeting adjourned at 6:56 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman