

**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, **January 18, 2023** 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
Michael Eckert	District Counsel by telephone
Jarett Wright	Field Operations
Marcia Calleja	CALM

The following is a summary of the discussions and actions taken at the January 18, 2023 Falcon Trace Community Development Board of Supervisors meeting.

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

Consideration of Resolution 2023-03 Setting Public Hearing for the Purpose of Adopting Revised Suspension and Termination Rules

Mr. Showe stated we proposed March 15, 2023 for the public hearing, that is your regular board meeting and gives us sufficient time to advertise the rule hearing.

On MOTION by Ms. Hurst seconded by Ms. Stark with all in favor Resolution 2023-03 setting the public hearing for March 15, 2023 was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the Board of Supervisors Meeting held December 12, 2022 and Acceptance of the Audit Committee Minutes

On MOTION by Ms. Stark seconded by Ms. Baron with all in favor the minutes of the December 12, 2022 board of supervisors meeting were approved as presented and the audit committee minutes were accepted.

FIFTH ORDER OF BUSINESS

Review of Board Member Roles and Rules

Mr. Showe stated as a follow-up to the last meeting we included a section of the Falcon Trace rules of operations that goes into the roles and responsibilities of each officer of the board.

SIXTH ORDER OF BUSINESS

Discussion of Pool Closure on December 18, 2022

Mr. Showe stated we had a pool closure on December 18th because we didn't have staff.

Ms. Miller stated we didn't have anyone that day nor did we have a sign posted. We need to create something that if we do not have personnel that someone needs to come and jump in, if need be, and we need to know.

SEVENTH ORDER OF BUSINESS

Ratification of Agreement for Audit Services with DiBartolomeo, McBee, Hartley & Barnes

Mr. Showe stated in accordance with the audit committee recommendations, we had them provide the agreement and it was in accordance with the bid the board approved. I signed that to get them started on the audit and I would like the board to ratify that action.

On MOTION by Ms. Baron seconded by Ms. Miller with all in favor the engagement letter with DiBartolomeo, McBee, Hartley & Barnes was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Updated Disclosure of Public Financing

Mr. Showe stated this is an updated disclosure of public financing document and reflects there is no more debt.

Mr. Eckert stated once you approve this it gets recorded in the real property records.

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the updated disclosure of public financing was approved.

NINTH 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. Stark seconded by Ms. Miller with all in favor the check register was approved.

iii. Balance Sheet and Income Statement

A copy of the balance sheet and income statement 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.

Ms. Calleja stated I hired a new person who will start March 1st and there are other potential employees I will be speaking with, so we will have a full staff.

TENTH ORDER OF BUSINESS Supervisor's Requests

Ms. Hurst stated I realized there are a lot of people who are unable to access HOA information or is unfamiliar as to where to find it or they are new to the neighborhood. We had asked for a large plastic enclosed divided bulletin board to be placed on the outside of the pool area so that CDD and HOA information can be listed.

Mr. Wright stated I did locate a bulletin board that will fit the space. Did you want pressure treated wood or metal?

Ms. Hurst stated I think pressure treated wood is fine.

Mr. Shaikh asked can you give me one idea of how to save money in 2023?

Mr. Showe stated a lot of our districts have moved to iPads for the agenda packages and that way we don't have to print out a paper copy or have it delivered. We would load the agenda on them and bring them to the meeting.

It was the consensus of the board to have the electronic version of the agenda packages.

Ms. Baron stated we give cards to homeowners and they can give them to their renters so they can use the facilities. Do we flag any names, do we go on any databases to see if it someone who shouldn't be in the pool facility?

Mr. Showe stated in the past you had to bring your lease and the cards were timed to deactivate at the end of the lease.

Ms. Baron asked is there is a way to stop someone who shouldn't be around children from coming near children?

Mr. Showe stated the CDD doesn't have enforcement ability and our rules don't address that.

ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Hurst seconded by Ms. Miller with all in favor the meeting adjourned at 6:55 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman

